

Parks & Recreation Commission

REGULAR MEETING **AMENDED** AGENDA



Date: 12/21/2016
Time: 6:30 p.m.
Arrillaga Family Recreation Center
Cypress Room
700 Alma St., Menlo Park, CA 94025

(Amended Item – Addition of Regular Business Item E3)

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 Community Special Events

E. Regular Business

E1. Accept Commission minutes for meetings of October 26, 2016 and November 16, 2016 ([Attachment](#)) ([Attachment](#))

E2. Review proposal by the Menlo Park Little League for Burgess Park field improvements and provide general direction to staff ([Staff Report # 16-027-PRC](#))

E3. Selection of commissioner to serve on Bedwell-Bayfront Park Master Plan consultant selection committee

F. Reports and Announcements

F1. Commissioner Report (Tucker Stanwood)

F2. Community Services Director's update and announcements ([Staff Report # 16-028-PRC](#))

G. Informational Items

G1. Update on Parks Capital Improvement Projects ([Staff Report # 16-029-PRC](#))

J. Adjournment

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Parks & Recreation Commission



REGULAR MEETING MINUTES - DRAFT

Date: 10/26/2016
Time: 6:30 p.m.
Arrillaga Family Recreation Center
700 Alma St., Menlo Park, CA 94025

A. Call To Order

Vice Chair Stanwood called the meeting to order at 6:33 p.m.

B. Roll Call

Present: Vice Chair Stanwood, Commissioner Baskin, Commissioner Johnson and Commissioner Palefsky

Absent: Chair Harris, Commissioner Lane

Staff: Derek Schweigart, Assistant Community Services Director

C. Public Comment

There was no Public Comment

D. Presentations and Proclamations

D1. Presentation of Commissioner Service Award to James Cebrian

James Cebrian was not present at the meeting; a presentation was not given.

D2. Presentation of San Mateo County Park Shuttle Program and Flood Park update

Carla Schoof of San Mateo County Parks gave a presentation on the Park Shuttle Program. She showed the route map and the schedule of the park shuttle.

Sarah Birkeland of San Mateo County Parks gave an update on Flood Park. She mentioned that a landscape plan should be done by June 2017. She also mentioned that public meetings are being scheduled for December 2016.

D3. Presentation on Unity Day and Anti-Bully Campaign

Natalya Jones, Recreation Supervisor, gave the Commission a presentation on Unity Day and Anti-Bully Campaign. She presented a slideshow of all the events that occurred at the City of Menlo Park childcare programs on Unity Day, October 19, 2016.

E. Regular Business

E1. Accept Commission minutes for meeting of September 28, 2016

ACTION: Motion and Second (Johnson/Palefsky) to accept the Parks and Recreation Commission meeting minutes of September 28, 2016; passes 4-0-2 (Chair Harris and Commissioner Lane absent, one vacancy).

E2. Receive and provide feedback on the draft Bedwell Bayfront Park Master Plan scope of work and approve overall approach for project

Derek Schweigart and Azalea Mitch, Senior Civil Engineer, gave the Commission a presentation on the draft Bedwell Bayfront Park Master Plan scope of work and asked the Commission to approve the overall approach for the project. They mentioned that the City Council approved the Bedwell Bayfront Park Master Plan project as part of the FY 2016-17 CIP Budget which includes an extensive community engagement process and participation by the Parks and Recreation Commission. They also gave a background of Bedwell Bayfront Park, the current park usage and the on-going maintenance needs and projects.

Public Comments

Sam Niece mentioned that there is a difference between drones and gliders. Bedwell Bayfront Park was originally designed for passive enjoyment; he believes gliders are a passive enjoyment.

Frank Dickinson mentioned that other park users tell him that they miss seeing the model airplanes at the park.

Kevin Tiene brought an example of the type of powerless glider he flies at the park. He mentioned that powerless gliders are a quiet and safe hobby and that other park users are fascinated by his powerless gliders. He asked the Commission to consider following through with the master plan and consider allowing an exception for powerless gliders.

Kyle Hurlbut gave a background on how he became interested in flying radio controlled aircraft.

Richard Bright mentioned that the majority of the complaints of park users were for a very limited number of models that may not be used at the Park.

Harry Ackley feels that Staff could have just recommended banning drones, he does not feel it is fair that glider pilots are included in the ban and that members of the Academy Model Aeronautics should be excluded from the ban.

Allan Bedwell commended the Commission and Staff on the thoughtfulness of the scope of work. He mentioned there are many changes happening at the park, including the multi-cultural use of the park.

Karine Tokatlian with the San Francisco Bay Bird Observatory mentioned that over the past six months she has created a program to make the public aware of a certain type of bird that is breeding at the park. She also mentioned that her study includes the impact of drones on birds; gliders are not included in the study.

After discussion, the following action was taken:

ACTION: Motion and Second (Baskin/Palefsky) to approve the Bedwell Bayfront Park Master Plan scope of work and the overall approach for the project; passes 4-0-2 (Chair Harris and Commissioner Lane absent, one Commission vacancy).

F. Reports and Announcements

F1. Community Services Director's update and announcements

Derek Schweigart gave the Commission the Community Services Director's update and announcements.

G. Informational Items

G1. Update on Menlo Park Playgrounds Audit and proposed CIP projects

Dave Mooney, Parks and Trees Supervisor, gave the Commission an update on the Menlo Park Playgrounds Audit and proposed CIP projects.

H. Adjournment

Vice Chair Stanwood adjourned the meeting at 8:10 p.m.

Minutes prepared by Linda Munguia, Senior Office Assistant

Parks & Recreation Commission



REGULAR MEETING MINUTES - DRAFT

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

A. Chair Harris called the meeting to order at 6:42 p.m.

B. Roll Call

Present: Chair Harris, Vice Chair Stanwood, Commissioner Johnson, Commissioner Lane and Commissioner Palefsky
Absent: Commissioner Baskin, One Commissioner Vacancy
Staff: Todd Zeo, Recreation Supervisor

C. Public Comment

Harry Ackley with the Academy of Model Aeronautics addressed the Commission on behalf of the members of the Academy regarding radio-controlled gliders at Bedwell-Bayfront Park. He asked the Commission to consider an amendment to the Municipal Code regarding the issue of drone and model aircraft activities in the park.

Chris Weseloh addressed the Commission regarding upgrades at Burgess Park including lighting and turfing the field.

D. Presentations and Proclamations

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

Matt Milde, Recreation Coordinator, gave the Commission an update on the Menlo-Atherton Performing Arts Center. He mentioned the history of the Performing Arts Center, the current programming, Menlo Park Grant for the Arts and the current usage of the Performing Arts Center.

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

Todd Zeo gave the Commission a presentation on the urgency of replacing crumb rubber infill material on the City's artificial turf fields at Hillview School and Kelly Park. He mentioned that the Federal government has commissioned a study of the crumb rubber infill material due to the rise of cancer incidents among goalies. The findings of the study are expected by the end of 2016. He also mentioned that the state of California is also conducting a study and the findings and conclusion are expected to be released at the end of 2017. Staff asked the Commission if they recommend moving forward with the replacement of infill material at Hillview and Kelly fields. After discussion, the following action was taken by the Commission:

ACTION: Motion and Second (Stanwood/Palefsky) to return this item to a further agenda once the findings and conclusions of the Federal government study has been released; passes 5-0-2 (Commissioner Baskin absent, one Commission vacancy).

F. Regular Business

- F1. Review and approve staff recommendations for the field user groups for FY 2016-17

Todd gave the Commission the staff recommendations for the field user groups for FY 2016-17. He mentioned that all user groups are in good standing and maintain current approved user group status; also staff recommends that the status of Belle Haven Soccer Club be changed to a returning user group with full status. He also mentioned the usage of the sports fields in 2016 and the current issues impacting field operations.

Public Comment

Chris Weseloh addressed the Commission regarding issues of the fields. He mentioned that dog waste is always on the fields, dog park users are not listening to the dog park hours, sprinklers make the fields too saturated which is a big problem in winter and grass is cut too long, needs to be shorter.

After discussion, the following action was taken by the Commission:

ACTION: Motion and Second (Stanwood/Johnson) to approve staff recommendations for the field user groups for FY 2016-17; passes 5-0-2 (Commissioner Baskin absent, one Commission vacancy).

G. Reports and Announcements

- G1. Commissioner Report (Christopher Harris)

Chair Harris gave a report on the Halloween Parade. He thanked the Community services Department Staff organizing such a great event. He mentioned there was a huge turnout despite the bad weather. He enjoyed the event and thought everything went really well and it was great seeing the community come together.

- G2. Community Services Director's update and announcements

Todd Zeo gave the Commission the Community Services Director's update and announcements.

H. Informational Items

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

Todd Zeo mentioned that the bathroom project at Jack Lyle Park is moving forward and the bathroom and dog park projects at Willow Oaks will begin as soon as the Jack Lyle Park project is done.

I. Adjournment

The Parks and Recreation Commission Meeting was adjourned at 8:08 p.m.

Minutes prepared by Linda Munguia, Senior Office Assistant



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 12/21/2016

Staff Report Number: 16-027-PRC

Regular Business: Provide feedback and staff guidance regarding the Menlo Atherton Little League Burgess Park little league field improvement project proposal.

Recommendation

Staff recommends that the Parks and Recreation Commission provide guidance on a proposal by the Menlo Atherton Little League (MALL) to improve the Burgess Park Little League Field and if the City should partner with MALL to complete the project. Additionally, staff is seeking feedback from the Commission on the various aspects of the project including the dugout resurfacing; tarp covers, shade structures and batting cage (Attachment).

Policy Issues

The City Council has made quality sports fields in Menlo Park a priority. MALL has been approved field user group since 2008 when the Council approved the current Sports Field User Group Policy. The group has been a long term Menlo Park sports field users since the organization has been founded.

Background

The City and MALL share responsibility for maintaining the little league field. Public Works completes an annual renovation of the field and mows the field on a weekly basis. MALL completes additional maintenance including infield preparation during the season. Additional field improvements have been submitted for approval in the past using this same process. The last major improvement to the park was the outfield scoreboard.

Analysis

It is a common practice for municipalities to work with their local youth sports leagues to ensure that children have quality fields to play on. The Community Services Department staff is generally supportive of the current proposal by MALL. City staff has the capacity to oversee this project and can serve as the liaison between MALL and other city departments by use of a MOU. CSD staff will meet with Public Works regarding issues that will impact them prior to the December Commission meeting and will be able report on Public Works input at the meeting.

Staff is seeking Commission input on the following:

1. Does the Commission have any questions or need clarification on the proposed project by MALL?
2. Does the Commission have any concerns about any of the project elements including dugout surfaces, shade structures and the barring cage?
3. Is the Commission supportive of the proposed project scope of work including allocation of approximately \$11,500 from the CSD budget and allowing MALL to manage the project with City

oversight per a formal MOU? If not, what other information would the commission require in order to support a recommendation?

4. If the project moves forward, how would the Commission like to be involved or informed of next steps?

Impact on City Resources

Cost estimates prepared by MALL range from \$97,000 to \$162,500 for all the projects. The City has not budgeted for any of these projects to date. Staff has identified funds in CSD facilities budget which could be used to offset some project costs which include the dugout surface replacement, tarp repair and shade structures at approximately \$11,500. The proposed budget for the batting cage exceeds the current CSD facilities budget and would require MALL to assume the project costs and/or partner with the City for a future capital improvement project.

Environmental Review

The proposed improvements in this plan are not projects 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. Menlo Atherton Little League Proposal

Report prepared by:

Todd Zeo, Recreation Supervisor;

Burgess Field Improvements

Introduction

Burgess has been a wonderful facility for Menlo Park and Menlo-Atherton Little League. The children enjoy practicing and playing there every year, and in 2017, Menlo-Atherton Little hosts the Little League World Series District Tournament.

Each year there is regular field maintenance to keep the field and facility in good shape. However, as years go by the facility ages and there can be safety issues that endanger players and families and a lack of facility features to produce baseball teams that represent Menlo Park in major Little League tournaments that culminate with the Little League World series. Instituting a few minor updates to the Burgess baseball facility, we can make it safer and a more productive environment for current and future Little League families

Project Theme

Safety and player development:

The primary updates are centered around player and fan safety to guard from prolonged sun exposure and remove unsafe dugout surfaces. In addition, player development has been limited by a lack of batting and pitching practice facilities at the Burgess baseball field.

Project Funding

We welcome Menlo Park financial assistance because the entire community will benefit from the improvements through the use and community events at Burgess field.

Project Management and Labor

Menlo-Atherton Little League would manage use contractors that have surface and landscaping expertise in baseball field management.

Project Scope

1. Dugouts floors and roofs
2. Grandstands
3. Batting and Pitching Cage
- 4.

Project Timeline

Phase 1

Dugout improvements completed by February 2017
Temporary Batting and Pitching Cage March 2017

Phase 2

Permanent Batting and Pitching Cage March 2018

Project Scope Details

Dugout Floors:

Problem and Safety Issue

The current dugout floors are composed of loose dirt, creating a great deal of dust and become dangerous when they become wet and remain wet. Invariably the rain causes the dugouts to become a muddy, slippery mess. It is a safety risk.

Solution

To match the surrounding materials of the park (bbq picnic surface) "Tiny Fines," AKA decomposed granite is an inexpensive solution which is a hard porous surface that stands up to cleats and water saturation.

Budget

The budget to prep and finish the dugout floors at Burgess would be in the range of \$1,000-\$1,500

Dugout Roofs:

Problem and Safety Issue

The dugouts are tarped every year by M-ALL coaches to protect kids from the hot sun and to shield them from the elements, especially the 3rd base line where the city treated oak tree still spawns 1,000s of caterpillars that cause allergic reactions, including rashes. The children are frightened and some will not even enter into the dugout, choosing not to play.

Solution

Replace the tarp with a more durable tarp material and use fencing material to give the tarp supporting fence frame so it will not sag and will last for 5-10 years. The material would be similar in color that has been used in the past to best blend into the natural surroundings and park structures.

Budget

The budget to prep and finish the dugout roofs will be roughly \$2,000-\$4,000

Grandstands:

Problem and Safety Issue

The grandstands often receive direct sunlight. Parents and grandparents are subjected to dangerous sunrays and temperature. The 3rd base side also comes under duress from the caterpillar infestation.

Solution

Staying within the look and feel of the surroundings the same tarp material as the dugout roofs, would be used as sun awnings for each grandstand that look aesthetically pleasing while providing shade and shelter (from caterpillars too) for the fans, especially the visiting District 52 families of San Mateo and Santa Clara counties.

Budget

The budget to prep and finish the grandstand sun shades will be roughly \$4,000-\$6,000

Batting and Pitching Cage (Left Field Line overlying the Burgess Field footprint.):

Problem

Menlo-Atherton Little League struggles to challenge local city teams each and every year of District playoff competition (Little League World Series). Players and coaches have little access to facilities to practice and train effectively. Each year we miss on the training and repetition. Other surrounding cities have batting cages and their progress and development outshines our city representation.

Solution

An accessible batting cage that is incorporated into the current Burgess baseball field. There is ample room to allow for a pitching cage that would serve as a training cage and double as a bullpen for warming-up pitchers on game days. This would run along the left field line in foul territory and the current pitching bullpen

Budget

\$90,000 - \$150,000

Dugout Floor Pictures



Current Dugout at Burgess.
(Dirt floors turn to mud)



Crushed Granite used at Burgess Field Picnic Area



Example Dugout: Floor finished with permeable crushed granite aka Tiny Fines.

Roof Pictures



Current 3rd Base dugout underneath tree canopy
Sun exposure and Caterpillar exposure



First base dugout exposed to sun and elements



Example Roof #1 - Heavy duty tarp



Example Roof #2 - Heavy duty tarp

Grandstands Pictures



Tree overhead 3rd base grandstands



Current 1B Grandstand



Drape Tarp off baseball backstop sloping back to rear of stands

Batting Cage Pictures



Example Temporary Batting/Pitching Cage



Example Temporary Batting-Pitching Cage



Example of permanent batting cage



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 12/21/2016

Staff Report Number: 16-028-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. Menlo Park Senior Center

Menlo Park Senior Center hosted a Quinceañera for the seniors on Saturday, December 10, complete with festive lunch, dance music, and cake! Many of the senior women as young girls never had a chance to hold a Quinceañera, so this was planned to give them an opportunity to have one with all their friends in attendance. Over 75 seniors and their families participated in this gathering, which was also the first weekend program the Center has hosted in many years. Additional weekend inter-generational programs will be planned quarterly in 2017 to bring the community and seniors together under one roof.

The Annual Holiday Luncheon for seniors will be hosted on Friday, December 16, at Menlo Park Senior Center. The event, co-sponsored by Facebook, will include a fancy, sit-down lunch, visit from Santa, Acapella singing by a local trio, and gifts for the seniors. The program will end with a group photo of all seniors in attendance, which will be on display and for sale as a fundraiser at a later time in 2017.

II. Youth Sports Basketball League

The City of Menlo Park youth basketball league began play for the 2016-17 season at the Arrillaga Family Gymnasium on Monday, December 5. This season the league has 128 teams in it which is an increase of 9 over last year. The league is played on Monday to Saturday and hosts all the Menlo Park Elementary schools and Middle schools. There are a number of non-Menlo Park schools from surrounding communities as well.

III. Winter/Spring Registration has begun

Registration for winter and spring classes began on Monday, December 5. In the first four days of

registration, the department collected over \$150,000 in revenue for both youth and adult classes. Our most popular early sign up classes are gymnastics, tennis and several martial arts classes.

IV. Special Events

On Tuesday, December 13, the 2016 Holiday Showcase was held at the Menlo-Atherton Performing Arts Center. Menlo Park's collection of class offerings includes dance, gymnastics, ballet, aerial acrobatics, music, fitness, cooking, theater, drumming, martial arts, boot camps and variety of sports for all ages, levels and abilities. Those in attendance had the opportunity to enjoy entertainment provided by our tremendous collection of classes and programs.

V. San Mateo County Flood Park Update

San Mateo County Parks has selected Rincon Consultants to conduct the environmental assessment and provide a Program Environmental Impact Report on the Flood Park Preferred Alternative Landscape Plan as instructed by the San Mateo County Parks and Recreation Commission in April. The next steps in the process include informing the public about the Notice of Preparation (NOP), which provides a project description and the environmental impacts to be analyzed, and holding a public meeting. The NOP was filed last month. The public review period of the NOP is from 11/17 to 12/16. More than 945 letters will be sent to property owners in the Flood Park area which includes Menlo Park and Atherton addresses. The letter also announced the December 6 scoping meeting which was held at 7 p.m. at the Arrillaga Family Recreation Center.

VI. Community workshop planned for Jack Lyle Park restroom project

A community workshop is planned for Thursday, December 15 at 7 p.m. on the proposed public restroom at Jack Lyle Park. The workshop takes place in Jack Lyle Park at the Rosener House located at 500 Arbor Road. At the meeting, staff and consultants will present project goals and a progress update, present a restroom plan view and provide an opportunity for questions and public feedback on the project.

The Jack Lyle Park restroom project is funded as part of the City Council-approved capital improvement budget for fiscal year 2016-17, although it has been in the plan for a number of years. This project has been in high demand particularly by two of our approved field user groups and soccer organizations – AYSO and the Alpine Strikers. The park is utilized extensively February to June and mid-August to mid-December on weekdays from 4 p.m. to dark and 9 a.m. to 5 p.m. on weekends. There are approximately 50 park users per day on weekdays and 400 per day on weekends. During times of heavy usage, user groups have rented portable toilet facilities to accommodate children and their families. These have been available only to the user groups and are not accessible to other park users.

VII. Holiday Closures

City offices will be closed beginning December 23 and will reopen on January 2. The following is the closure schedule for Community Services Department facilities:

- OHCC and Senior Center are closed Monday, December 19 – Monday, January 2
- MCC, Gymnastics, ARC are closed Monday, December 26 – Monday, January 2
- BHCCDC is open 12/27-12/29 (Tues-Thurs)
- Arrillaga Family Gymnasium is open 12/26-12/31 (Mon-Sat)
- BH After School Youth Center is open for winter break camp 12/28-12/30 (Wed-Fri) but this is

tentative as we wait for a few more people to sign up.

VIII. City Council Update

At the City Council meeting on Tuesday, December 13, the Council held their annual reorganization meeting. At the meeting the Council voted to select Kirsten Keith as Menlo Park's next Mayor and Peter Ohtaki as Mayor Pro Tem. The Council also approved the Community Funding program for this year, which they are scheduled to have a full report on at their January meeting.

The Council annual goal setting is scheduled for January 27 from noon – 5 at the Arrillaga Family Recreation Center. Staff will be proposing that the Park and Facilities Master Plan update and the Bedwell Bayfront Park Planning process be two of their priority items for the year.

Analysis

Analysis is not required.

Impact on City Resources

There is no impact on City resources.

Environmental Review

Environmental review is not required.

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:

Derek Schweigart

Assistant Community Services Director



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 12/21/2016

Staff Report Number: 16-029-PRC

Informational Item: Update on Parks Capital Improvement Projects

Recommendation

This is an information item. No action is required at this time.

Policy Issues

The City Council has previously approved several Capital Improvement Projects (CIP) for the current fiscal year including projects to replace the irrigation system and sod at Nealon Park, build restrooms at Jack Lyle Park and make improvements at Willow Oaks Park, including Constructing a restroom and renovating the Dog Park there. Council also adopted these projects as part of the 2016 City Council Work Plan (Numbers 36, 38, 39 and 40).

Background

Nealon Park:

In 2004, after a two-year community process to identify the best locations for creating dog “activity areas” in Menlo Park, the City Council approved using the sports field at Nealon Park for a limited time each morning. In 2007, in response to complaints from sports field users, Parks and Recreation Commissioners passed a motion to consider reviewing the joint use of the Nealon Sports Field for Dogs. After reviewing alternative sites, the Commission recommended adding a new separate off leash dog entrance to the center field and that staff continue to monitor the field conditions.

When the drought worsened, additional concerns about the joint use of a sports field for dog activities were noted by staff. Previously, in order to address the known health and hygiene issues related to fecal matter from dogs, daily watering for nearly 30 minutes and other maintenance kept the field clean and playable for sports. Then, starting in 2013, when watering restrictions began to be enforced and ongoing maintenance issues with the field irrigation system began causing problems with the playability of the sports field, complaints from sports field users increased. As a part of their park tour in July 2014, the Parks and Recreation Commission identified concerns related to the joint use of the softball field as a dog park and noted the ongoing field condition issues. Staff determined that the sports field surface and irrigation system needed to be replaced in order to meet new watering requirements and address the poor field conditions

In 2014, the City Council-approved a CIP project to address these issues, the Nealon Park Sports Field Sod and Irrigation System Replacement (\$250,000). Community engagement for that project was undertaken in the fall of 2015 along with another project to relocate the dog park elsewhere at Nealon.

Based on that community engagement, Council decided to keep the dog park on the sports field and add funding for additional daily maintenance and watering of the sports field. Additional maintenance tasks include: waste removal, filling and seeding holes, trash emptying, cleaning of fence posts and fixtures, and managing irrigation as well as additional watering, approximately 30 minutes per day. Direction was also given to pursue upgrading the irrigation system in the coming year as scheduled to improve field condition.

Jack Lyle Park:

Jack Lyle Park was created on the site of the old Fremont Elementary School and is 4.6 acres in size. It has a basketball court, an open play field, a playground, walking path and benches. The open play field is heavily used by the City's organized sports groups throughout the year.

In 2014, a survey was distributed to residents living within 500 feet of Jack Lyle Park as well as to members of the park's user groups. Almost 400 people responded and were overwhelmingly in support of adding restrooms to the park, with 95% supporting the addition and 4% indicating they were against the addition of restrooms. The Parks and Recreation Commission has previously supported the addition of restrooms and this park as well, given the heavy use that has required field user groups to rent a portable restroom regularly for the past several years. On 11/10/15 a public meeting was held where the public provided feedback on potential locations and restroom designs, including a pre-fabricated structure. At this meeting, attendees were supportive of a pre-fab design that would be located adjacent to the Rosener House. Staff then met with Rosener House officials and board members and have agreed to proceed with a project adjacent to the Rosener House.

Willow Oaks Park:

Willow Oaks Park is located on Willow Road at Coleman Avenue, adjacent to Willow Oaks School and is 2.6 acres in size. The park is open from dawn until dusk daily and currently has a dedicated dog park area which is fenced and has a double gate; a playground; tennis court; open play field and public art display. The dog enclosure has no water, seating or shade. Dogs of all sizes use the Park together and, while the City plans to continue this use at present, a design which would allow future separation into two areas, for large and small dogs, is desirable. The condition of the grass at the existing dog park has continued to deteriorate over the years and it has become more and more difficult to maintain. Current State water restrictions, a poor drainage system and heavy use have damaged the grass area beyond repair and require major renovation to improve the dog park.

In the fall of 2015 Open Houses were also held to gather community input on amenities for the Dog Park and to determine support for addition of a restroom at Willow Oaks. Participants in the open houses were supportive of a combination of different surfaces in the dog park, but not in favor of creating separate spaces for large and small dogs. There was wide support for addition of a restroom.

Analysis

Immediate next steps:

Nealon Park – The first step in the sod improvement process will be installation of a booster pump for the irrigation system, which will occur this winter. In the spring, the project to install the new irrigation system will occur, followed by installation of the new sod. Staff will be meeting in the coming months to determine the closure schedule and whether or not to find an alternative location for the dogs while the field is closed.

Jack Lyle Park – A preliminary design for the restroom has been developed by the City's consultants (SSA) and was presented at a community open house at Rosener House on December 15. Given a

positive result from the community review of the design, installation should begin in the spring of 2017.

Willow Oaks Park

The City's consultants are preparing designs for the restroom and dog park as well as sample surface treatments for the dog park that will be on display in the park and at a community open house at the park planned for January or February 2017. Given a positive result from the community review of the design, installation should begin in the spring of 2017.

Impact on City Resources

The sod / irrigation replacement project at Nealon has a total budget of \$250,000. The Jack Lyle Restroom Project budget is \$350,000 and the Willow Oaks projects are \$350,000 for the restroom and \$300,000 for the dog park. Sources of funds include Rec-in-Lieu Fees (collected from developers of new housing units in the City) and from the annual transfer of General Fund dollars (about \$2.2 million) from the General Fund.

Environmental Review

Park improvement projects at this scale do not require environmental review per California Environmental Quality Act regulations.

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:
Cherise Brandell
Community Services Director