

Parks & Recreation Commission



REGULAR MEETING AGENDA

Date: 10/11/2017
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. Study Session

- D1. Review and provide feedback on draft park master plan for Bedwell Bayfront Park ([Staff Report # 17-022-PRC](#))

E. Regular Business

- E1. Accept Commission minutes for the meeting of July 26, 2017 ([attachment](#))
- E2. Nominate a Commissioner to monitor the updates related to the San Mateo County's Re-Imagine Flood Park Project, and report back to the Commission
- E3. Make a recommendation to the City Council on the next steps for the Burgess Park Snack Shack Expansion project ([Staff Report # 17-023-PRC](#))

F. Reports and Announcements

- F1. Commissioner Reports
- F2. Community Services Director's update and announcements ([Staff Report #17-024-PRC](#))

G. Adjournment

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At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

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STAFF REPORT

Parks and Recreation Commission

Meeting Date: 10/11/2017

Staff Report Number: 17-022-PRC

Study Session: Bedwell Bayfront Park Master Plan Draft Review

Recommendation

City staff recommend that the Parks and Recreation Commission receive and provide feedback on the draft park master plan for Bedwell Bayfront Park.

Policy Issues

The Project is consistent with City policies and 2017 Menlo Park City Council Work Plan item No. 13 – Develop a Bedwell Bayfront Park (BBP) operations and maintenance plan to enhance use, improve access and determine sustainable funding sources for ongoing maintenance.

Background

BBP is the City's largest park and the City's only open space on the San Francisco Bay. Consisting of 160 acres, the Park's trails and hills provide great views of the Don Edwards Wildlife Refuge and South Bay. Its hilly terrain now serves as a landmark high point along the edge of the Bay.

Originally a sanitary landfill, construction of BBP on the site began in 1982 and was completed in 1995. Currently, the park is designed as a passive open space with minimal improvements, including bike/pedestrian trails and restrooms. Users enjoy "passive-recreation" through activities that include hiking, running, bicycling, dog walking, bird watching, kite flying and photography.

The park has seen a significant increase in usage over the years as the recreational interests and needs of users and area residents have changed. Through various public forums the City has learned that there is a desire for docent-led educational programs and tours, as well as spaces for interpretive displays and exhibits throughout the park. Other improvements requested by the community include access and connectivity to the Bay for nonmotorized small boats such as canoes, kayaks or sailboards similar to the floating dock at the Palo Alto Baylands Nature Preserve. In response to these requests, the Council included an item in their 2016 and 2017 work plans (No.17 and No. 13 respectively) to develop a park operations and maintenance plan to enhance use, improve access and determine sustainable funding sources for ongoing maintenance.

Staff issued the BBP Master Plan Request for Proposals (RFP) on November 4, 2016. The scope of work presented in the RFP included developing a Master Plan providing a long-term vision and general development guide for the park and its facilities, including how to protect resources, improve amenities to enhance the park user experience, manage visitor use, plan for future park enhancements and develop a financing plan to pay for maintenance and the capital cost of the park. The Master Plan was required to recommend improvements for the next 25 years. After a competitive process, Callander Associates Landscape Architecture was selected as the most qualified consultant based on their expertise in similar projects and their understanding of and approach to the project scope.

In conjunction with the BBP Master Plan RFP, staff issued a Request for Quotes to APTIM (formerly CB&I) for the development of the BBP Master Plan – Technical Evaluation. The primary objective of the Technical Evaluation was to ensure that the proposed improvements developed in the Master Plan are consistent with the operation and maintenance needs of the former landfill. APTIM and Callander Associates Landscape Architecture were required to collaborate on the development of the Master Plan. In addition, APTIM was tasked with identifying the regulatory and industry standard practices for similar park operations in former landfills; evaluating the park's potable water and fire protection systems; and developing a feasibility study for the beneficial reuse of the landfill gas that is currently flared. The findings of the Technical Evaluation will be incorporated in the BBP Master Plan.

At their meeting on February 7, 2017, Council approved the scope of work and authorized the City Manager to enter into agreements with Callander Associates Landscape Architecture for the development of the BBP Master Plan and with APTIM for the technical evaluation of the plan. The staff report that includes the project scope of work is included as Attachment A.

Analysis

Work began on the Master Plan with the creation of the BBP Master Plan Community Outreach Plan that was presented to Council at their meeting February 28, 2017. The extensive community engagement plan was based on the City's Community Engagement Model and includes:

- Project review by the Parks and Recreation Commission and City Council
- Stakeholder coordination
- Interactive workshops and community meetings
- Community newsletter
- On-site posters
- Event promotional booths
- Project website
- Formation of an oversight and outreach committee

Outreach Effort

The oversight and outreach group consisting of City staff, Parks and Recreation and Environmental Quality Commissioners, a Friends of Bedwell Bayfront Park representative, a community member at-large from Belle Haven, a local environmental conservation group representative and a local business representative provided feedback from different segments of the community and were responsible for getting the word out to their respective groups. In addition, the project team worked with agencies that have a direct impact on the park including the South Bay Salt Pond Restoration Project, SAFER Bay, Don Edwards Wildlife Refuge, West Bay Sanitary District and a host of other agencies to address interjurisdictional issues and concerns regarding proposed park improvements. Through the following events and meetings, the project team gathered qualitative data supporting the design direction for the preferred master plan:

Meeting	Date	Purpose
Kick-off Meeting	2/8/17	Kick-off the project and review outreach and strategy
Oversight Group Meeting # 1	3/23/17	Review project goals and open house format materials
Open House # 1	4/8/17	Solicit community input on what users would like to see for BBP
Oversight Group Meeting # 2	6/8/17	Review open house # 1 results and design alternatives

Open House # 2	6/17/17	Solicit community input on the design alternatives
Interagency Meeting	7/12/17	Solicit input on the design alternatives
Open House # 3	8/10/17	Solicit input from members of the Belle Haven neighborhood
Oversight Group Meeting # 3	9/13/17	Review open house # 2 and # 3 results and the draft park plan
Parks and Recreation Commission	10/11/17	Study session on the draft park plan seeking community and commission input
Parks and Recreation Commission	10/25/17	Recommendation on the draft park plan
City Council Meeting	11/14/17	Solicit input and approval of park master plan

Public participation was a priority for the project and three (3) public outreach events have been hosted. Open House # 1 was held on April 8, 2017 at the Senior Center; Open House # 2 was held on June 17, 2017 at Bedwell Bayfront Park; and Open House # 3 was held August 11, 2017 again at the Senior Center with focused marketing geared to the Spanish speaking population in Belle Haven. The community was notified about these input opportunities through an extensive list of activities, including mailers, email blasts, intercept events at the park and throughout the City and indirect methods including on- and off-site posters, newsletter ads, and City webpage updates. Materials included information in both English and Spanish.

Notification Method	Open House # 1	Open House # 2	Open House # 3	PRC/Public Mtg # 4
Update City webpage	✓	✓	✓	✓
Update Facebook page	✓	✓	✓	✓
E-mail blast to stakeholders	✓	✓	✓	✓
E-mail blast to NextDoor	✓	✓		✓
Ad/notice in Belle Haven newsletter*	✓	✓		✓
Direct utility billing*	✓			
On-site marquee / electronic board	✓	✓		✓
On-line survey for Open House*	✓	✓	✓	
E-mail blast to prior attendees		✓	✓	✓
Outreach at community events	✓	✓	✓	
Project outreach on-site	✓	✓		
On-site posters*	✓	✓		✓
Posters at City facilities*	✓	✓	✓	
On-site brochures*	✓	✓		✓
Direct postcard mailing*			✓	

Event Spanish translator*

✓

✓

✓

*Resources available in Spanish

Community Meetings and Feedback

Open Houses have been a primary input method. To bolster the input received, an on-line survey was created for the first two Open Houses to allow for input by a wider audience.

Open House # 1

Open House #1 was Saturday April 8, 2017 at the Senior Center in Belle Haven from 10 a.m. to 2 p.m. It was a very rainy day, but 50 people attended and 39 people completed a response packet. The packet was the primary collection tool used to gather feedback at this event. The packet asked participants to review materials and respond to questions identifying preferred activities and amenities for the park. A survey based on the open house materials was posted on-line and received 70 responses.

At the event participants were asked to define “passive recreation”. Bedwell Bayfront Park was founded as a passive recreation park, but the definition of this meaning ranges in interpretation. The public was asked to respond to a grid of images describing passive recreation from less active to more active. People were also asked to respond to park amenities images indicating preferred amenities to include in the master plan.

A slightly larger number of participants supported a “more active” park (ie. the addition of activities such as fitness equipment) than a “less active” park. Participants also supported preserving the park’s natural qualities and keeping a majority of the trails unpaved. Input gathered at Open House # 1, both from the meeting and through the online survey, was utilized to generate concept alternatives. Results from Open House # 1 were summarized and made available at Open House # 2. The input results from Open House # 1 and the first on-line survey are included as Attachment B.

Open House # 2

Open House # 2 took place on Saturday, June 17, 2017 at Bedwell Bayfront Park from 10 a.m. to 2 p.m. In the midst of a heat wave 60 people attended and 56 completed response packets. Participants were asked to review the materials and respond to questions to help identify preferences between two concept plan alternatives.

Plan alternatives varied in design emphasis, amenities, types of uses, and materials used. Participants were asked to select a preferred plan and provide input on features they liked, disliked, or would like to change. This allowed participants to customize the plan by providing comments on park features and describing what they would change about the design, if anything. A third option, or a “Do Nothing” option, was not provided because the design team wanted the public to respond to specific concepts and describe why certain features were desired or not desired, in order to have enough qualitative data to develop a preferred plan. Additionally, a “Do Nothing” approach would not address Council’s basic project goals of addressing existing access and infrastructure deficiencies and the future pressures of development in the Bayfront area.

Open House # 3

Open House # 3 was held on Thursday, August 10, 2017 in response to the low participation of Spanish-speaking participants at prior events. A significant percentage of park users speak Spanish and live in the Belle Haven neighborhood, less than 2 miles from the park. The same content from Open House # 2 was utilized for Open House # 3 but materials were translated and two Spanish interpreters participated. Twenty eight people attended the evening meeting, and 19 packets were turned in. The on-line survey, which spanned Open Houses # 2 and # 3, yielded 151 responses.

The community input received indicated a preference for Plan A (42%) over Plan B (32%). 27% of respondents elected not to select a preferred plan, indicating a potential desire for the “Do Nothing” option. A majority of participants (more than 50%) were in favor of preserving existing uses (i.e. walking, jogging, kite flying, biking on paved paths, orienteering, geocaching, and The Great Spirit Path artwork) and providing wheelchair accessible paths and summits. A majority of respondents also supported the addition of amenities such as picnic tables and seating, educational support facilities such as habitat restoration and interpretive signage, and new uses such as nature play and a boat launch. Respondents were split in their support of a fitness course, amphitheater, model gliders, off-leash dog park, and ranger’s office building. The input results from Open House # 2, Open House # 3, and the second on-line survey are included as Attachment C.

Draft Park Master Plan

The draft master plan ensures a balance between public access, environmental sustainability and stakeholder input. The plan accommodates amenities and activities that also fit the park’s natural and passive recreation aesthetic and includes features that address four main goals:

- Accessibility improvements
- Enhanced educational opportunities
- Environmental protection considerations
- Passive recreation enhancements

Accessibility Improvements: Accessibility improvements provide an inclusive trail system for people of all abilities to experience the park and include widening, (re)paving, and (re)grading pathways to meet the American with Disabilities Act, providing wheelchair access to two of the seven summits, and introducing a treated trail providing the natural look of a dirt trail while meeting ADA standards.

Enhanced Educational Opportunities: Bedwell Bayfront Park is a unique open space because it appears, at first glance, to be a natural environment yet it is built on a capped landfill in a dense urban area. This aspect of the park will be described and celebrated through a series of interpretive signs that tell the story of the landfill, provide explanations about methane capture, and explain the purpose of the flare visible from a portion of the park. Other interpretive signs will discuss the special environmental features of the park such as threatened bird species nesting in the adjacent refuge and how water levels fluctuate in the tidal ponds.

Environmental Protection Considerations: While the park is man-made and came to exist after the closure of the landfill, people often view the park as an environmental gem in the region. The plant and animal species are a large attraction for visitors and their protection must be balanced against the need to provide public access and enjoyment. Habitat restoration was well supported by the community and will consist of planting upland species along Flood Slough. Although the input supported keeping the undesignated shoulder parking along the entrance road, the Plan eliminates this parking and restores it with native planting due to the erosion and storm water pollution it causes.

Passive Recreation Enhancements: The Plan’s time horizon of 25 years requires that it address the current population growth and anticipate the future development impacts in the area. The park plan, therefore, continues to support and enhance the variety of existing uses while accommodating future growth by including community-supported amenities and uses:

- Park ranger
- New restroom
- Trees to screen sewage facility
- Picnic tables, seating, bike racks, and trash receptacles

- Non-motorized small boat launch
- Nature play
- Ranger's office building (also for use by volunteers and docents)
- Fitness course

Additional Items for Consideration

The community input results showed mixed support for amphitheater/group seating, an off-leash dog park, and model glider area, so these items were not included in the Draft Park Master Plan. Reasons for considering these elements are outlined below:

An amphitheater/group seating area was proposed to support the park as a place for learning about nature and for students to engage with the natural world. "Amphitheater" is perhaps a misnomer and a better description would be "outdoor classroom". The seating would provide a place for docent-type presentations, for birder groups to stage, and for one to two classroom sized groups of students to gather.

An off-leash dog park was proposed to address the existing issue of park users letting their dogs run off-leash through the park. Concern has been expressed by the adjacent Don Edwards San Francisco Bay National Wildlife Refuge that off-leash dogs entering the marsh environment can endanger wildlife. An on-site off-leash dog park providing dedicated space for dog owners to exercise their dogs, coupled with enforcement from a park ranger to prohibit off-leash dogs elsewhere in the park, could help reduce the potential for dog/wildlife conflicts. The dog park, if provided, would be one acre in size and have separate enclosed spaces for small and large dogs. It would supplement the two other dog parks in Menlo Park at Willow Oaks Park and Nealon Park.

A model glider area was proposed because model glider hobbyists have been flying at the park almost since it opened, and then was stopped in August 2016 with the approval of a City Ordinance banning public use of unmanned aircraft systems at parks. There are relatively few other open spaces available to glider hobbyists. If glider use is allowed at Bedwell Bayfront Park, it should be restricted to hand-launched gliders coupled with enforcement from a park ranger to prevent use of drones and other non-approved types of gliders, and enforce other use restrictions. An Unmanned Aircraft System (UAS) assessment is included as Attachment D.

The draft park master plan map and image boards are provided for reference and are included as Attachment E.

Following a presentation from City staff and the project consultant, Callander Associates, the Parks and Recreation Commission will be asked to provide general feedback on the draft park master plan for Bedwell Bayfront Park. The following questions may help guide the Commission's discussion:

1. Does the draft park plan reflect the community input? What changes should be made to reflect the community input?
2. There was varying support for three components including an amphitheater/group seating, off-leash dog park, and model glider area which are not included in the preferred plan. Is there sufficient support and justification to include any of these components in the preferred plan?
3. Does the Commission have any questions or need additional information in order to approve a recommendation to the City Council at their October 25, 2017 meeting?

Impact on City Resources

City staff is working with Callander Associates to determine overall project costs which include addressing

current deferred maintenance, costs for new activities and enhancements, sea level rise and 100 year flood event, and needed landfill improvements. Project costs will be phased in over a period of 15 years for a park plan life of 25 years. This information will be presented at the Commission's October 25, 2017 meeting.

Environmental Review

The project is categorically exempt under Class 6 of the current State of California Environmental Quality Act Guidelines, which allows for information collection, research and resource evaluation activities as part of a study leading to an action which a public agency has not yet approved, adopted or funded. The results of the project will identify environmental reviews and studies required to advance the project.

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. Council Staff Report February 7, 2017
- B. Open House No. 1 and Survey Results
- C. Open House No. 2-3 and Survey Results
- D. UAS Assessment
- E. Draft Park Plan Materials

Report prepared by:
Derek Schweigart
Assistant Community Services Director



STAFF REPORT

City Council

Meeting Date:

2/7/2017

Staff Report Number:

17-031-CC

Consent Calendar:

Authorize the City Manager to enter into consultant agreements for the Bedwell Bayfront Park Master Plan project

Recommendation

Staff recommends that the City Council authorize the City Manager to:

1. Enter into an agreement with Callander Associates Landscape Architecture for the development of the Bedwell Bayfront Park (BBP) Master Plan and appropriate an additional \$58,111 from the undesignated fund balance of the General Fund for a total approved budget of \$258,111 to cover consultant costs and staff time for the project, and
2. Enter into an agreement with CB&I Environmental & Infrastructure, Inc. (CB&I) for the development of a Technical Evaluation of the Bedwell Bayfront Park Master Plan and appropriate \$65,995 from the Landfill Fund for the project.

Policy Issues

The Project is consistent with City policies and 2016 Menlo Park City Council Work Plan item No. 17 – Develop a Bedwell Bayfront Park operations and maintenance plan to enhance use, improve access and determine sustainable funding sources for ongoing maintenance.

Background

BBP is the City's largest park and the City's only open space on the San Francisco Bay. Consisting of 160 acres, the Park's trails and hills provide great views of the refuge and South Bay. Its hilly terrain, specifically designed for passive recreation, now serves as a landmark high point along the edge of the Bay.

Originally a sanitary landfill, construction of BBP on the site began in 1982 and was completed in 1995. Currently, the park is designed as a passive open space with minimal improvements, including bike/pedestrian trails and restrooms. Users enjoy "passive-recreation" through activities that include hiking, running, bicycling, dog walking, bird watching, kite flying and photography.

As reflected consistently in various documents over the years, park usage guidelines include:

1. Preserve the natural amenities of the open space land;
2. Conserve soil, vegetation, water and wildlife;
3. Exclude intensive uses or uses that could degrade the site or adjacent sites;
4. Encourage the following:
 - a. Viewing and interpretation of the natural environment;
 - b. Passive recreation activities such as hiking, running, cycling, dog-walking, photography, bird watching and similar day recreation use; and
 - c. Landscape or wildlife restoration and enhancement programs.

In conjunction with the construction of the park, gas recovery and leachate control projects were also built to ensure that the closed landfill met all regulatory requirements at the time of the installation. The landfill gas recovery system consists of a well field that includes 72 gas extraction wells, a network of pipes embedded just beneath the surface of the landfill cap that collect the gas and a flare that combusts the gas that is collected. The leachate system consists of 9 wells and 16 extraction sumps installed along the perimeter of the landfill for the extraction of the leachate that forms due to the decomposition of the solid waste. The systems are operated to meet regulations set by the Bay Area Air Quality Management District and the Regional Water Quality Control Board.

The park has seen a significant increase in usage over the years and the recreational interests and needs of the users have changed. Through various public forums, the City has learned that there is a desire for docent-led educational programs and tours, as well as spaces for interpretive displays and exhibits throughout the park. Among other ideas presented was a desire to improve access and connectivity to the water in the Bay for non-motorized small boats such as canoes, kayaks or sailboards similar to the floating dock at the Palo Alto Baylands Nature Preserve. In response to these needs, the 2016 City Council workplan included Item No. 17 - Develop a Bedwell Bayfront Park operations and maintenance plan to enhance use, improve access and determine sustainable funding sources for ongoing maintenance.

Analysis

Staff issued the BBP Master Plan Request for Proposals (RFP) on November 4, 2016. The scope of work presented in the RFP includes developing a Master Plan that provides a long-term vision and general development guide for the park and its facilities, including how to protect its resources, improve amenities to enhance the park user experience, manage visitor use, plan for future park enhancements and develop a financing plan to pay for maintenance and the capital cost of the park. The Master Plan shall recommend improvements for the next 25 years.

The BBP Master Plan proposed scope of work consists of:

- Thorough park site investigation and analysis of opportunities and constraints;
- Development of a stakeholder coordination and community engagement plan that includes the potential formation of a steering committee to assist with identification of user needs and interests;
- Evaluation of Americans with Disabilities Act design compliance;
- Development of recommendations for park improvements based on the assessment of the existing conditions, opportunities for improving the site to meet future needs and the goals and objectives of the study;
- Funding analysis that includes an assessment of potential funding sources for the implementation of the proposed improvements;
- Presentations to the Parks and Recreation and Environmental Quality Commissions and City Council.

A panel of staff members reviewed the 9 proposals that were received and invited the 4 most qualified consultants to interview for the project. Interviews were conducted by staff and one member of the Parks and Recreation Commission on January 4 and January 10, 2017. Callander Associates Landscape Architecture was selected as the most qualified consultant based upon their expertise in similar projects and their understanding and approach to the project scope.

In conjunction with the BBP Master Plan RFP, staff issued a Request for Quotes to CB&I for the development of the BBP Master Plan – Technical Evaluation. The primary objective of the Technical Evaluation is to ensure that the proposed improvements developed in the Master Plan are consistent with the operation and maintenance needs of the former landfill. CB&I will work with Callander Associates.

Landscape Architecture through the development of the Master Plan. In addition, CB&I will identify the regulatory and industry standard practices for similar park operations in former landfills; evaluate the park's potable water and fire protection systems; and develop a feasibility study for the beneficial reuse of the landfill gas that is currently flared. The findings of the Technical Evaluation will be incorporated in the BBP Master Plan.

The BBP Master Plan is expected to be completed by November 2017. The project will allow review of plan alternatives by the Parks and Recreation Commission and the City Council, as well as any constraints, recommended improvements and funding strategies which will result in a master plan that is implementable for the future.

Impact on City Resources

The total estimated cost for the BBP Master Plan, inclusive of a 10% contingency and administrative costs, is \$258,111. In Fiscal Year 2016-17, \$200,000 was approved as part of the Capital Improvement Budget. The budget estimate, however, did not include staff management or a contingency. An appropriation of \$58,111 from the undesignated fund balance of the General Fund is being requested as part of the overall project budget.

The total estimated cost for the BBP Technical Evaluation, inclusive of a 10% contingency and administrative costs, is \$65,995. The request is to appropriate the total project cost from the BBP Landfill Fund.

Bedwell Bayfront Park Master Plan Project Budget		
	Master Plan	Technical Evaluation
Scope of Work	\$203,737	\$49,995
Contingency (10%)	\$20,374	\$5,000
Administration Costs	\$34,000	\$11,000
Total	\$258,111	\$65,995

Environmental Review

The project is categorically exempt under Class 6 of the current State of California Environmental Quality Act Guidelines, which allows for information collection, research and resource evaluation activities as part of a study leading to an action which a public agency has not yet approved, adopted, or funded. The results of the project will identify environmental reviews and studies required to advance the project.

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. BBP Master Plan Consultant Scope of Work and Fee
- B. BBP Technical Evaluation Consultant Scope of Work and Fee

Report prepared by:
Derek Schweigart
Assistant Community Services Director

Azalea Mitch
Senior Civil Engineer

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EXHIBIT A SCOPE OF SERVICES

This scope of services is based on our project understanding and experience in projects of this type. We remain flexible throughout, knowing that all the requirements of the project cannot be known today. We welcome the opportunity to work with you to modify the scope as warranted. Items shown in ***boldface italics*** are deliverables.

1.0 PROJECT INITIATION

- 1.01 **Start-up Meeting:** Meet with City staff and others as assembled by the City to discuss the project. Present the project background information and lead a discussion on various topics including: site history, project stakeholders, schedule, process, initial site considerations and other topics. Gather comments, prepare a ***meeting summary*** (including a listing of follow up tasks and responsible parties) and distribute it to the meeting attendees.

- 1.02 **Project Stakeholder Interviews:** As part of the initial start-up meeting, Economic Planning Systems (EPS) will lead a discussion with department representatives to better understand current funding sources and financing mechanisms. As appropriate, EPS will reach out independently to specific individuals not in attendance.

- 1.03 **Landfill Coordination:** As part of the start-up meeting, Hailey & Aldrich will meet with City staff and landfill consultant CB&I Environmental & Infrastructure, Inc. to review the gas collection and leachate assessments, developing landfill improvement plans, and discuss coordination of the two projects.

- 1.04 **CEQA Background Review:** Biotic Resources Group (BRG) will review existing documents and relevant background materials relating to CEQA checklist items. Existing data previously prepared for the project area will be used to the greatest extent feasible. The City's General Plan and other documents pertinent to the park site will be reviewed for the CEQA checklist. Requirements for a Categorical or Statutory Exemption under the CEQA guidelines will be reviewed.

- 1.05 **Site Investigation:** To combine *site observations* with *site document compilation*. *Site observations* to include visiting the site to note both the physical character of site and use patterns at various times. Site observations to be conducted with a site map in hand to allow for documentation of features and uses by specific location. *Site documentation* to consist of a review and assembly of site record information as available from City archives and other sources.

- 1.06 **Biological Site Investigation:** BRG will conduct a site visit to document existing resources on the site, including potentially sensitive biological areas.
- 1.07 **Site Mapping:** Supplement existing topographic survey plan (prepared under the Bedwell Park Fields Study project) with site record information and prepare a site map combining the relevant features into a digital file. File will be reproducible at different scales to facilitate general and site specific plan development.
- 1.08 **Steering Committee Formation and Outreach Plan:** Identify project stakeholders and prepare **contacts list**. Develop a **public outreach plan** including notification protocols and visioning process to be employed for the duration of the project. All plans and presentation materials to be prepared will have both English and Spanish text. PowerPoint presentations will be English only and Spanish translator services will be provided at community events. Craft a **Mission Statement** that embodies the project's goals, 'spirit' and working relationships. Identify the level and purpose of community engagement, set project parameters (define the negotiable and non-negotiable), and identify outreach methods (attendance at community event like the weekly Farmer's Market to get the word out).
- 1.09 **Unmanned Aircraft Systems (UAS) Review:** As part of the master planning process review available information and previous research provided by the City. At each of the community and stakeholder meetings continue to document input. In addition, research what other similar communities are doing regarding UAS policy. Document findings and present at future presentations of the draft master plan to the Parks and Recreation Commission and City Council in order to provide those groups with information to make an informed decision about policy.
- 1.10 **Opportunities and Constraints Plan:** Prepare **opportunities and constraints plan** to show: existing site conditions, jurisdictional overlays (BCDC, etc.), educational opportunities, potential amenities (seating, kiosks, expanded parking), wildlife viewing areas, circulation and wayfinding, and other elements. As part of the plan make refinements to the previously developed slope diagram (2006 planning effort) and analyze the existing pathway system as it relates to ADA compliance and enhancements.
- 1.11 **Funding Options Matrix:** EPS will develop a matrix of potential funding sources and financing mechanisms. The list of funding sources will include the name of the funding source, a general description, challenges to implementation in general, and the unique issues of relevance to implementation as part of the Project.

This **funding matrix** will be based on prior EPS work, discussions with staff of the relevant departments and agencies, and additional research and analysis.

- 1.12 **Staff Meeting:** Meet with City staff to preview the materials to be shared and identify changes/additions/deletions to the various documents.
- 1.13 **Steering Committee Meeting #1:** Meet with the members of the Steering Committee to review the master planning process, goals and objectives, and solicit input. Prepare written **summary memo**.
- 1.14 **Community Meeting #1 Materials:** Prepare materials for upcoming community open house including refinements to the opportunities and constraints plan, **goals and objectives exhibit, process exhibit, program images board, PowerPoint presentation, graphic meeting announcement** (printing and mailing by city), **sign in sheets**, and **project surveys**.
- 1.15 **Community Meeting #1 (Open House):** Present the above at a single community meeting to be held on-site or at an agreed upon central location. This and future meetings will be an open house format, held on a weekend, and over a period of four hours to allow community members a greater flexibility in attendance. Comments would be documented in a **meeting summary** to be posted to the City's website.

2.0 PLAN DEVELOPMENT

- 2.01 **Staff Meeting:** Follow up with staff and discuss next steps.
- 2.02 **Master Plan Alternatives:** Prepare two rendered **plans** showing alternative developments of the park. Prepare **estimates of probable construction and operating costs**, with detailed line items of various park elements for each. Prepare an **outline** summarizing items to be addressed by the design guidelines.
- 2.03 **Refined Funding Matrix:** Building upon earlier work and incorporating feedback from the affected stakeholders, EPS will refine the menu of potential funding sources and financing mechanisms to reflect the most viable options. High-level and relative capacity estimates of each funding source will be refined so as to be able to appropriately align specific improvements to specific funding sources. EPS will identify specific feasibility challenges if necessary.
- 2.04 **Staff Review:** Present the alternatives and supporting information in a meeting with City staff. Identify any revisions to the exhibits and confirm the format of the next public meeting.
- 2.05 **Steering Committee Meeting #2:** Meet with the members of the Steering Committee to present alternative plans.
- 2.06 **Community Meeting #2:** Facilitate a second Open House style public meeting. Identify the preferred park elements.

- 2.07 **Draft CEQA Checklist:** BRG will review the preferred park elements to identify potentially significant impacts. The environmental setting will be based on review of existing reports, maps, and information derived during site investigations. If significant impacts are identified, we will confer with the city on possible revisions to avoid or reduce the impact to less-than-significant or to meet requirements for CEQA exemption.

The **draft CEQA checklist** will use a format provided by the City, or a format provided by the consultant and approved by the City. For each item in the checklist that is not checked as "No Impact", an explanation will be provided to support if the impact is "significant" or "less than significant". The CEQA checklist/review will be prepared based on the draft master plans, the current General Plan, other existing studies and documents, and site visits conducted in this scope.

- 2.08 **Staff Meeting:** Review the community input with City staff and develop an action plan for moving forward.

- 2.09 **Interagency Meeting:** Coordinate and conduct a single interagency meeting with BRT in attendance to review project background and alternative designs in order to obtain feedback on the viability of each option from the regulatory agency perspective. Coordinate with City staff to identify agencies and contact information, coordinate invitations, prepare and send package of relevant documents prepared to date, facilitate meeting, and prepare a **written summary** of comments and discussion from the meeting.

- 2.10 **Draft Master Plan:** Prepare a draft master plan consisting of:

- **Park Master Plan:** Prepare a single park master plan incorporating input received to date and showing preferred park elements.
- **Cost Estimates:** Prepare an estimate of probable construction costs and an estimate of operating costs reflecting the draft plan.
- **Funding and Financing Strategy Plan:** EPS will prepare a draft funding and financing plan for inclusion in the Master Plan. This plan will include a description of the funding analysis and funding mechanisms selected and an action plan. Feasibility considerations will be refined and updated. The action plan will recommend funding sources to be adopted and/or amended and any necessary accompanying actions.
- **Phased Implementation Plan:** Show recommended phasing to better align costs with the potential availability and timing of identified funding. The phasing plan will be based on 5, 15, and 25 year time frames.
- **Plan Details:** Prepare up to three (3) plan enlargements and two (2) elevations/cross sections to better depict the spatial arrangement of the improvements.
- **Final CEQA Checklist:** Update the CEQA checklist to reflect the potential impacts associated with the draft master plan.

- **Design Guidelines:** Develop guidelines to address the implementation of each park element. Task includes preparation of an updated **park user map/** information brochure, consistent with the City's branding standards.
- **Operations and Maintenance Plan:** Collaborate with City staff in identifying and quantifying the tasks and level of effort associated with the operations and maintenance of the facility.

2. 11 **Staff Meeting:** Present the Draft Master Plan to City staff and solicit input.
2. 12 **Master Plan Revisions:** Take the input of the Steering Committee and staff and revise the documents.

3.0 PLAN ADOPTION

- 3.01 **Community Meeting #3/P&R Commission:** Facilitate a third public meeting to present the Master Plan to the public and to the Parks & Recreation Commission.
- 3.02 **Staff Meeting:** Meet with staff to review the input of the public and Commission and identify plan changes to be made before assembling the draft Master Plan Report and presenting to Council.
- 3.03 **Master Plan refinements:** Make the revisions as agreed upon in the meeting and assemble into a draft report format.
- 3.04 **Council Presentation:** Present to Council.
- 3.05 **Final Master Plan:** Prepare a Final Master Plan report to incorporate the input provided by Council.

4.0 NOT USED

5.0 OPTIONAL SERVICES

- 5.01 **Community Meeting #4:** Facilitate a fourth Open House style public meeting if requested by the city to further refine the park master plan.
- 5.02 **Traffic Analysis:** If requested by the city, Hexagon Transportation shall review existing available traffic counts, reports, and analyses provided by the city for the Marsh Road/Bayfront Expressway intersection and provide recommendations for enhancing the intersection and park entrance road lane configuration to mitigate potential traffic conflicts and congestion. Task also includes review of parking demand and recommendations for parking enhancements.

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Callander Associates Landscape Architecture
January 20, 2017

Compensation Summary
Bedwell Bayfront Master Plan Project

Overall

Based on the attached Scope of Services, prepared by Callander Associates and subconsultants, we have prepared the following summary of compensation.
Callander Associates Landscape Architecture now is the prime consultant on the project with the following subconsultants:

Economic Planning System (EPS)	financing strategies	Haley Aldrich (HA)	landfill geotechnical engineer
Bio Resource Group (BRG)	environmental consultant	Martín Henriquez (MH)	Spanish translator
Hexagon Transportation (HEX)	traffic engineer		

Fee Basis Services

task		CA	EPS	MH	HA	BRG	HEX	Totals
1.0	project initiation	\$31,270	\$11,970	\$1,200	\$3,084	\$7,900	\$0	\$55,424
2.0	plan development	\$74,930	\$18,050	\$800	\$1,576	\$1,568	\$0	\$96,924
3.0	plan adoption	\$23,261	\$4,740	\$0	\$0	\$0	\$0	\$28,001
	reimbursable expense (allowance)	\$9,300	\$300	\$0	\$110	\$350	\$0	\$10,060
	Subtotal (fees and expenses)	\$138,761	\$35,060	\$2,000	\$4,770	\$9,818	\$0	\$190,409

Total Not Exceed Compensation (Basis Services) \$190,409

Fee Options Services

task		CA	EPS	MH	HA	BRG	HEX	Totals
5.01	community meeting #4	\$5,828	\$0	\$0	\$0	\$0	\$0	\$5,828
5.02	traffic analysis	\$0	\$0	\$0	\$0	\$0	\$6,000	\$6,000
	reimbursable expense (allowance)	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500
	Subtotal (fees and expenses)	\$7,328	\$0	\$0	\$0	\$0	\$6,000	\$13,328

Total Not Exceed Compensation (Options Services) \$13,328

All reimbursable expenses including the communication and insurance charges noted on the attached standard schedule of compensation dated 2017 (San Jose) would be invoiced separately. These costs will be itemized on our invoice and compared monthly with the total allowance basis to monitor these costs.



Open House #1/On-line Survey #1 Input Summary

Bedwell Bayfront Park Master Plan

April 17, 2017

Responses

Total Returned Open House Packets: 39

Total Online Survey Responses: 86

Goals and Objectives

Evaluate the Goals and Objectives that we have developed and let us know how much you support each goal.

<i>Goal</i>	<i>Open House #1</i>			<i>Online Survey</i>			<i>Total</i>		
	Yes	Maybe	No	Yes	Maybe	No	Yes	Maybe	No
Goal 5	14	10	11	58	16	8	72	26	19
Goal 2	24	10	3	38	27	20	62	37	23
Goal 6	30	4	3	76	6	1	106	10	4
Goal 3	33	5	0	63	18	3	96	23	3
Goal 1	34	4	0	71	14	0	105	4	0
Goal 4	38	1	0	64	15	5	102	6	5

Total: 125

Park Usage Map

Writing directly on the map on the table, please show us where you go in the park, areas that cause concern, and opportunities that you see.

Park Usage Map – Comments from Survey

1	I'd like to see kayak, canoe, paddleboard access to the sloughs, especially as the wetlands are restored around Bedwell. It would be a great way to disperse users, low/no impact, and integrate park with wetlands and nature
2	
3	I marked up the plan
4	We have the hills for aerobic interval training 3 times a week
5	
6	
7	
8	
9	I've been in the main entrance many dozens of times and had no idea the park connected to the Bay Trail. Signage would help!

BURLINGAME
1633 Bayshore Highway, Suite 133
Burlingame, CA 94010
T 650.375.1313
F 650.344.3290

SAN JOSE
300 South First Street, Suite 232
San Jose, CA 95113
T 408.275.0565
F 408.275.8047

GOLD RIVER
12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

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Sustain
www.callanderassociates.com

Written, On-Line and Other Survey Responses**Bedwell Bayfront Park Master Plan**

April 17, 2017

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10	naming of trail and better mapping would be helpful
11	
12	
13	Safety issues pointed out to marie mai who marked up the park map
14	Include some kind of park security so the families feel safe in this kind of unsafe neighborhood
15	Defined parking/biking issues (prevent pollution from cars); more benches on vistas (seating); more native plants where possible
16	
17	
18	
19	Boat access needed (dock or pier and access for loading from car)
20	I would love to see 15-20 acres for mixed disc golf and hiking/jogging use
21	
22	Map is great idea, but hard to read comments. Always need more benches
23	I feel that the park needs improvements but not all the things proposed by the master plan. If we approve master plan we are going to lose the sense of nature. As it is Bedwell park is already providing the community and amazing natural landscape.
24	
25	I tend to stick to outside trail, gotta get those steps. However, there were great ideas for benches or look-out sites along the different trails
26	
27	
28	
29	Let's figure out funding to maintain park as-is. These funding ideas are too small in scope
30	
31	
32	On map
33	
34	Some fixing of paths that flood or get super muddy. All the rest is great!
35	I use the park as a place to walk the dog, get some exercise, and clear my head. It is peaceful, "raw", organic nature is what makes this place special; Love that the community all get along (in my experience)
36	I like walking around on the hills for more exercise; I'm reluctant to say 'yes' to any development because things get damaged, vandalized, not maintained, and it looks bad and reflects negatively on the area. Damaged picnic tables, graffitied benches, work fencing - view area structures
37	
38	Walking dog, talking with friends, being alone
39	I use the park in two ways: running - 1) all over the park, once a month, 2) orienteering (organized event) all over the park once a year

Written, On-Line and Other Survey Responses

Bedwell Bayfront Park Master Plan

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Park Usage Map – Comments From Map

Location on Map	Public Comment	Reaction to Comment
Sewage Flow Equalization Facility	Maybe visitor center here?	
	Smelly, noisy	
	Native trees to block the sewage	✓
	Some (homeless) camping	
Redwood City Salt Ponds	More people this western edge of park	
	Loop, 2 mi loop	✓✓
	Bench/seating	
	It often smells in this area	
	Super muddy	
Flood slough	More native trees in general	
	Water bird watching	✓
	walk	✓✓✓✓✓✓
	run	✓✓✓
	bike	✓✓✓✓
	dog walk	✓✓✓✓✓
	up & down hills interval training	✓✓✓
	I like the lack of signage because it makes the walk a bit of an exploration	
	navigational challenge - signs would be good	✓✓
	permanent orienteering posts (4X4 post)	✓
Marsh Rd/Bayfront expwy	bus, passenger vans use park waiting area	
	traffic congestion	
	support native shrub garden (like Ulistac)	
	bird watching - everywhere	yes! ✓✓
	"happy w/ park as is"	yes! Yes! Challenge would be not to mess it up ✓✓
	off leash dog area (certain times) would be nice (disagree)	I vote yes!
Don Edwards Wildlife Refuge	views good	✓
	would like gazebo in this corner	
	maybe a little less visited	

Written, On-Line and Other Survey Responses

Bedwell Bayfront Park Master Plan

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	use/good traffic in this area	
	art in disrepair	
	boulders moved/overgrown, needs work	
	need bench here	
	main glider field	
	land birds field	
	burrowing owl habitat	
	floods	
	amphitheater effect	
	use/good traffic on path, good for bike	
	opportunity for educational signage for restoration project	
	separate mountain biking for peds	
	trails need improvement	
	need more paths	
	benches for view	
	support trail connection	this would be nice
	keep grass low for visibility	keep tall while still green and not fire hazard, tall grass for bird habitat
	path narrowed - hard to see	these are a nice change from a wider path
	potential links	
	birders/Audubon	
	would like better trail maps to help locate birdsighting	yes!
3 - bay trail connection	user conflict w/ cars	don't make this a parking area
4 - information kiosk	wall to prevent oil/fluids leaking to bay	can this be managed without walls?
	block to prevent pollution/erosion into water	
	need separate path for vehicles	
	safety issue in peds/bikes going behind cars backing out	
	gate and secure perimeters to make room for families	no! no! no! disagree - keep it open and as is - not fenced in ✓✓
	add dog poop bag/trash can stations	yes!!
	lighting?	no
	"name" trails	agree :) ✓✓
	trees could use trimming	
	regional park use, not just a city/community park	

Written, On-Line and Other Survey Responses**Bedwell Bayfront Park Master Plan**

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	Bair Island - restored and allows paddle boarding - refuge!	
--	---	--

User Survey

Question #1: How old are you?

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Under 16	0	1	1
16 to 20	0	0	0
21 to 30	4	1	5
31 to 55	13	34	47
55+	21	36	57

Total: 111

Question #2: Where do you live?

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
None of the above	3	12	15
In Redwood City or East Palo Alto	8	16	24
East of Highway 101, in Menlo Park	11	6	17
West of Highway 101, in Menlo Park	16	38	54

Total: 111

Question #3: How far is your home from the park?

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
More than 10 miles	2	5	7
5 to 10 miles	3	11	14
1 mile	9	9	18
2 to 5 miles	24	47	71

Total: 111

Question #4: How often do you visit the park?

Written, On-Line and Other Survey Responses**Bedwell Bayfront Park Master Plan**

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<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Rarely/Never	0	3	3
Yearly	2	11	13
Daily	6	2	8
Monthly	9	26	35
Weekly	21	29	50

Total: 110

Question #5: When do you primarily visit the park?

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Never	0	2	2
Weekends	8	20	28
Weekdays	9	12	21
Both	21	38	59

Total: 111

Question #6: When you visit the park, how long do you stay?

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
More than 4 hours	0	0	0
Less than 1 hour	4	5	9
2 to 4 hours	8	22	30
1 hour	26	45	71

Total: 111

Question #7: By what means do you get to the park most often?

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Other	0	2	2
Transit	0	2	2
Bike	6	4	10
Walk	7	4	11
Auto	35	60	95

Total: 111

Question #8: What do you like most about the park? (select up to three)

Written, On-Line and Other Survey Responses

Bedwell Bayfront Park Master Plan

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<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Other	5	10	15
Location	15	39	54
Distance/Convenience	16	29	45
Solitude	21	22	43
Wildlife/Nature	29	40	69
Scenery/Views	31	58	89

Total: 114

Question #9: What is the most important thing to improve at the park?

1	
2	Paved parking
3	Protection of surrounding wildlife preserves
4	Passive, low cost, OSE (?)
5	Protect the Bay from the sea level rise erosion of the landfill
6	Improve the trails
7	Trails; basic maintenance
8	Safety, nature awareness
9	Would love to see a few benches, more education, native plants
10	Habitat protection
11	Get native vegetation for habitat
12	Security
13	Safety
14	Block sewage area with natural trees, add more native trees, add more walkable trails
15	Parking/trails. Years of use/rain has left need for repairs. Pollution from cars goes straight into soil
16	maintain wildlife/nature; more native trees
17	Entrance poor; increase safety
18	Security; enforcement of rules - need ranger
19	Boat access to water and pier
20	Disc golf
22	

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1	
2	
2	Repairs to parking, roadways, fencing, bathrooms so they are always functioning
2	
3	Trails
2	
4	Keep dogs on leash
2	
5	Trails and upgrading
2	
6	
2	
7	Parking, trails, garbage containers, dogs on leash
2	
8	
2	
9	Muddy areas
3	
0	
3	
1	Paths, restore wildlife
3	
2	Lighting, parking, trails
3	
3	Safety, more benches
3	
4	The paths (get too muddy after rain)
3	
5	Safe primary trails; safe parking areas
3	
6	The sewage treatment facility
3	
7	
3	
8	Add off-leash dog park; paved paths
3	
9	Signs
4	Trash. Restrooms. Recology mess when they pick up garbage. More trash receptacles. Better and less muddy parking.
0	
4	
1	On-site Ranger presence is the most important improvement necessary.
4	Bring back the ranger on patrol, as the park used to have, to enforce rules (e.g. dogs to be on leash), deter littering and vandalism, and offer a sense of security to users.
2	
4	
3	parking
4	Encourage and support wildlife. Put up some education bulletins to inform people about what nature has to offer and how to respect and treat the environment.
4	
5	The proximity to the waste station.

Written, On-Line and Other Survey Responses

Bedwell Bayfront Park Master Plan

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4 6	Bay Trail Connection
4 7	some benches to rest
4 8	A more balanced, native ecosystem.
4 9	Making it more attractive and user friendly
5 0	Parking areas and potential methane recapture. Perhaps some wildflower seeds. I love the daisies, but can't figure out why poppies haven't taken hold.
5 1	1) Create/extend bike trail, 2) rest room on other side of park
5 2	Add more trees if possible
5 3	hiking trails
5 4	Protect from graffiti/vandalism. Restore Spirit Path.
5 5	A few benches or seating areas at parking lots would be nice. Maintaining the orienteering course.
5 6	safe parking and restrooms
5 7	Stop the increase of geese and the poop they leave all over. More trails that will stay passable - i.e. no large pools of water - when it rains.
5 8	Picnic areas, recreational fields
5 9	More support of the primary city demographics -- family use
6 0	I haven't been so I don't know. How's the parking?
6 1	garbage
6 2	dog shit
6 3	I think that the city should leave one area unmowed so that meadow larks can nest, ditto for burrowing owls (both seem gone now, though they were plentiful in the past). We need not mow every single inch!
6 4	access smell
6 5	Allow diversity of interests, including scheduled and/or regulated sUAV (drones and fixed-wing aircraft) flying, in strictly defined areas of the park.
6 6	Water. Maybe more places to sit.
6 7	restore habitats, wetlands
6 8	maintain trails
6 9	parking, awareness,
7	I would like to see an off leash dog area, more trash bins.

Written, On-Line and Other Survey Responses

Bedwell Bayfront Park Master Plan

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0	
7	
1	I think the old rock art installation is past its prime and should be removed
7	Make it a place where there is something to do other than walk or jog. Such as an outdoor
2	amphitheater where there can be music festivals now and again.
7	
3	I would love to see an off-leash area for dogs or to make the entire park off leash.
7	
4	Improve some trails that get eroded or muddy in winter
7	trails, public art like wind chimes. the public park trail in Belmont on the water has the same
5	characteristics.
7	
6	Off-leash dog areas.
7	
7	Facilities, including educational areas to learn about the wildlife, and bathrooms.
7	
8	I'd love to see a dog park
7	
9	ADD public use grass playing fields for anytime public use
8	
0	parking areas and it would be ideal to have safe bike routes into the park from Marsh Road.
8	
1	Parking
8	
2	Sense of place: improved signage, wayfinding
8	Signs to discourage littering
3	Programs for school age kids to learn about bay ecology
8	
4	more benches and picnic tables would be nice
8	
5	Parking
8	
6	Restore non-motorized sailplane soaring. "Free the gliders" and allow them again like.
8	
7	Walkways, roadways that are used for walking.
8	More garbage cans would be helpful. Also paving along the roads so we can park on pavement
8	instead of mud.
8	
9	communication/compassion
9	Preservation of beauty. Removal of large drone(quads, hex, powered toys: trucks, cars dune buggies)
0	usage.
	Inclusive use of low noise RC recreation to isolated areas nonintrusive of hikers.
9	I rather like it the way it is. It has a nice "less developed" feel to it. (But it shouldn't be allowed to
2	deteriorate, either.) Hmm. Perhaps more trash cans - I've been there when most of the provided
	bins were full or nearly full.
9	
3	Clear rules posted and proper enforcement

Written, On-Line and Other Survey Responses**Bedwell Bayfront Park Master Plan**

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9 4	Parking in area A. The shoulders of the access driveway. Making people walking dogs keep them on leashes!
9 5	allow model airplane to be flown
9 6	Safety to pedestrians.

Question #10: Is there anything you definitely do not want to see at the park?

1	Developed sports fields, fences, etc.
2	Anything un-natural: no visual distractions except birds and quiet people enjoying nature
3	A lot of change
4	
5	Do not prohibit dogs
6	
7	All-terrain vehicles; motorized activities (e.g. drones)
8	Drones, Gliders, Dog park
9	Motorized vehicles or equipment that would disturb wildlife or serenity
10	Active recreation, instructive structures
11	Concerts, loud gatherings
12	Thefts, broken car windows
13	
14	Too many people/animals, no trash
15	Development of major structures or fields (large changes)
16	Increased pollution
17	Drones; anything motorized
18	More development; use by drones/mechanical
19	No dirt bike courses for races or skateboards
20	
21	Drones, permanent sports fields
22	Anything motorized (other than actual cars) that frightens wildlife
23	Most of the things on the Master Plan will destroy what we enjoy at the park
24	Drones, RC aircrafts/gliders, anything motorized
25	Sports fields! Possibly dog parks, undecided
26	Art or sports fields
27	Increased noise
28	
29	Dog park enclosure, drones

Written, On-Line and Other Survey Responses**Bedwell Bayfront Park Master Plan**

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30	
31	No food trucks
32	Pay to enter
33	
34	I don't want too much added
35	active' recreation facilities (ball fields, golf)
36	Sports fields, commercial uses (rentals, food)
37	Everything
38	Golf course, soccer fields, concessions
39	developed' recreation - play fields, bbq, etc.

Question #11: Do you have a favorite passive recreation park that you visit? What attracts you to that park?

1	
2	Not a park; we hike with Mid-Pen and the Sierra Club
3	Edgewood park, very simple
4	
5	I generally go to areas closer to skyline, now that I live in West Menlo. I used to go to Bedwell almost daily when I lived near Marsh Rd.
6	
7	The Stanford dish; love the solitude, scenery, trails
8	Observe wildlife, walk
9	Bedwell Bayfront and Windy Hills - opportunity for exercise and views
10	Bird-watching
11	Kite flying
12	Its large size
13	The only 'flat land' large open area on the peninsula for thermal gliders
14	Edgewood, tons of trees/high quality center/parking
15	this is my favorite park/ the space has many reasons to attract visitors
16	Edgewood - wildlife/nature
17	Walk behind Facebook is my morning walk - it's quiet!
18	This one - solitude/views/birds
19	Bike path at Palo Alto shoreline
20	Views
21	Flood park/oak trees
22	BBP is the only quiet park within my range
23	Silence, nature, and open space
24	Peace and quiet, views of the Bay

Written, On-Line and Other Survey Responses**Bedwell Bayfront Park Master Plan**

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25	Shoreline
26	Shoreline park - the water activities, the house/museum, and the café
27	Dish, close
28	
29	Bedwell
30	The trees and view
31	PA - by duck pond. Rock paving keeps mud off
32	
33	Views, solitude
34	Bayfront is my favorite, walking my dog
35	Bedwell; location, community
36	Yes, bedwell - the openness and the idea that it is close to what the area would look like if it wasn't developed
37	Peace
38	Huddart park; hiking, solitude
39	Arastradero open space preserve (PA); nature, solitude, trails
40	Wunderlick, Edgewood Park. Good hiking, pretty, quiet.
41	?
42	openness and quiet and birds
43	The hill on Valaparaíso to walk up and around it - Called Sharon Park (I think)
44	Solitude, exercise - saltlands, views
45	Bixbee park, land art
46	San Antonio Regional Park. Electric gliders are allowed there.
47	Rancho San Antonio. Beautiful scenery, lots of wild life, family friendly, safe, great hiking trails for various levels, decent parking. The little farm is great for education and an attraction for kids too. It's a great place to go alone or meet up with people! Picnic areas are great too.
48	Bayfront park. I like that I can take the dog for a walk, ride my mountain bike, and get there without driving (especially once Facebook builds that extra pedestrian bridge across).
49	This is it
50	Wunderlich, beautiful trees and trails
51	Arastradero in Palo Alto. Hiking, biking and dog friendly trails, nature and habitat
52	This park. The location is convenient although a better/safer bike route would be great.
53	Hiking
54	greenery, views, solitude I enjoy Edgewood (great trails and views), and open space preserves like Pulgas Ridge because I can bring my dog.
55	Cuesta Park (Mountain View)
56	Los Altos Open Space Preserve, San Antonio. The working farm and the Wildcat Loop.
57	birds
58	love seeing kites, hobby airplanes
59	Huddart Park; hiking and nature
60	hiking

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	dog walking
61	Baylands Park, Sunnyvale. This park allows sUAV flying. Most weekends there are from 25-50 ticket-buying hobbyists flying there.
62	The Bay Area has many fine passive recreation parks where you can hear the animals and wind blowing.
63	just walking with the dog on leash
64	Rancho San Antonio - miles of trails, flora and fauna
65	beaches on the coastside
66	Wunderlich, hiking, nature, peace
67	Windy hill. Beautiful views
68	Coyote Hills. Higher Hills - better views
69	no
70	Bedwell is my favorite. I like having hills, nature to walk through and trees for shade, plus available parking and very convenient location.
71	I have enjoyed bring my kids to fly kites when they were little. I have enjoyed walking the trails with my dog, too
72	more wildflowers and landscaping
73	Stulzsaft. Off-leash areas, trees, and stream.
74	running or riding bikes, open area and views of the bay.
75	running
76	Windy Hill (MROSD) - also relatively close, access to nature, good rigorous hiking, and great views
77	coyote Hills walking near bay nature expansive, peaceful views
78	RC glider flying
79	It was Bedwell Bayfront Park until last year (2016) when flying gliders was banned :-)
80	the large flying areas
81	Russian Ridge. Views, nature.
82	Bidwell. Mussel rock
83	Baylands park in Sunnyvale is a great place to hike and fly small electric R/C. It has a small play field and many picnic table / party areas with bbq grills.
84	Rancho San Antonio, allow model airplane flight.
85	Milagra Ridge in San Bruno. Closest scenic dog walking from my house.

Question #12: How would you describe the park usage?

<i>Options</i>	<i>Open House</i>	<i>Online Survey</i>	<i>Total</i>
----------------	-------------------	----------------------	--------------

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	<i>#1</i>		
Too many people use the park	3	0	3
Not enough people use the park	5	16	21
About the right amount of people use the park	30	53	83

Total: 108

Question #13: How safe/comfortable do you feel when you are at the park?

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
I do not feel safe	2	1	3
Somewhat safe	3	20	23
Very safe	15	38	53
Extremely safe	18	12	30

Total: 110

Question #14: What concerns do you have for using the park? (select up to three)

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Accessibility	2	12	14
Personal safety	3	16	19
Other	8	26	34
Vandalism	11	28	39
Car theft	13	18	31
Park maintenance	22	39	61

Total: 114

Question #15: What activities do you normally participate in when you visit the park?

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<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Biking	6	4	10
Other	7	12	19
Dog walking	12	12	24
Bird watching	21	7	28
Hiking/walking/jogging	35	34	69

Total: 110

Question #16: How did you hear about the project? (check all that apply)

<i>Options</i>	<i>Open House #1</i>	<i>Online Survey</i>	<i>Total</i>
Mailed notice in utility bill	1	3	4
Newsletter	1	6	7
Off-site poster	1	1	2
Facebook	1	4	5
Word of mouth	3	22	25
Public Presentation/Farmer's Market	4	6	10
Other	9	8	17
On-site poster/brochure	13	8	21
E-mail	13	48	61

Total: 110

Question #17: Is there anything else you'd like to share about Bedwell Bayfront Park?

I have been coming for over 20 years to get out by the Bay and walk with friends and family

I love this special park!!

I would like the burrowing owls to return

A rare treasure preserve what makes it special while raising awareness of wildlife and uniqueness

Maintenance is quite poor, the park is overgrown, signage is in disrepair. I think the assumption that the park must generate its own income is faulty. As with other public amenities, this should be funded through the general fund

This park is a major migration stop for birds and falls within an Audubon-designated IBA (Important Bird Area). Bird-watchers consider this park to be one of the gems in San Mateo County.

If they have an area similar to Ulistac in Santa Clara, it would be a neat attraction to the park

Construction of an area for children

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Safety issue to pedestrians at the last parking lot

Add more native greenery! Needs more trees/security wall near entrance because scary people in park sometimes

The park has had years of neglect, the trees need some trimming and trails/roads need repair. For a wildlife refuge, oil and car fluids drip into soil and into the Bay

Could enhance signage; improve entrance; enforce dogs on leash; have regular bird walks - increase educational opportunities; offer kayak ramp at back pier

A treasure of undeveloped space for walking/bird watching - we need unstructured areas for children to explore/run/play

It is very special in large part because it is unique in MP and surrounded by refuge

Is the best park with 160 acres for the community; I know the park needs improvements, but not all the improvements by Master Plan

Don't develop it!

It would be nice to see upgrades to the park but somehow keep it as peaceful as it is now. It isn't over crowded and it is serene!

It would be wonderful to have a ranger or some supervision at the park

It's perfect as-is; remember the population using the park. Let's keep park available to all. No exclusive uses. Need more creative fund raising ideas.

Please engage low-income people in Belle Haven area (door knocking, univision announcement)

If the park is developed to have more 'active' uses, it would be nice to keep them near the front of the park along Bayfront Expy., that way we can maintain more of the natureal habitats and the solitude that currently exists

This is a remarkable community asset and a great success story. Less will be more as you seek to 'improve' this facility

I love the diversity I see in the park. Different ethnicities use it at different times of day. Lota

I love bedwell and use it a lot. I know it needs freshening but basically it is very good. I like the diverse nature of people using it

As the building continues in Menlo Park, especially around this Park, we need, even more, a place to get away and restore ourselves. This is the ONLY place to go to hike, to see the beauty that exists around us.
Again, the Park is a quiet gem and should remain that way.
no
Please patrol more often- especially to control unleashes dogs. It is getting worse because of lack of enforcement. Today there were four unleashed dogs and one was disturbing nesting birds which I believe is a federal offense
Friends of Bedwell Bayfront Park is a by invitation only special interest group. It is not open to the general public.
I love this park. It might be nice to have fitness classes out there once in awhile, but I would err on the side of not changing existing access to passive recreation.

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It is great park, we should make it better.
It's a nice place for plein-air painting as well
great central meeting spot for friends along the peninsula, from San Carlos to Sunnyvale. Quick easy access during the week and on weekends. Never too crowded. Great for quick dog walk or bike ride
Many people seem to come during the day to just sit in their cars and talk by phone or enjoy a view from their car. This is also an important function.
No
To many loose dogs
I love the diversity of park users -- many Latino folks who live on the east side of 101. And the diversity of age groups.
I think if a fee were charged for the right to fly sUAV devices (drones or fixed-wing aircraft), usage would increase significantly, and the money could be used for park improvements, to the benefit of all.
Great place!
it would be nice if there were a bigger exhibit on original inhabitants
I love this park!!
I like the park but am also aware of the pressure on open space especially with all the new apartments being built in Redwood City. This will have an impact on Menlo Park
it is very underutilized
It's a great park.
It deserves our care and protection from commercial activity
no
I fear that this public process is setting up the public to expect IMPROVEMENT at the park, when in fact the City does not have funds to continue the existing low level of maintenance that is currently funded. I'd like to see an honest discussion about funding the park through the general fund.
I like the diversity of people it attracts.
I also enjoy seeing folks walking their dogs. Some dogs are very cute and comical.
It's good exercise, fun, and lowers stress.
Please re-allow gliders to soar there again. As was done without incident for 20+ years until some drone operators caused trouble. Please do not lump sailplane gliders together with drones.
I would like it to remain mostly undeveloped and natural as possible.
It use to be waste disposal site.. We've been flying gliders there for years with out a problem. When the motorized planes and drones showed up. The problems began
The park should be for the use of many people with
different activities. NOT a singular type of use.
I have participated in Kite day. Are Kite flying and electric RC aircraft considered "active" or "passive" activities? I am in favor of allowing both, largely because neither requires the construction of facilities or fields that I think would disrupt the feel of the park.
(Shouldn't question 27 have allowed multiple answers?)
Bedwell has been a great place to hike, fly kites and until recently, fly small electric R/C. When I would fly I would get pleasant questions about what I was flying and how I got started in the hobby. I never saw misuse of R/C at the park and the R/C community that would gather pretty much knew who was there and what their R/C interests were. Surrounding the park is designated wildlife refuge and I would never do anything to harm that . While the park has many dangers associated with it, being landfill and I understand poisons have been used to keep a rodent problem under control. I would be more concerned about us humans than the wildlife that may inhabit parts of

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the park. I would gladly pay a parking fee or seasonal fee to enjoy the park with proper enforcement of rules if I could also enjoy my hobby of small electric R/C (line of site I designated areas only). I do not believe this should be a destination for R/C, but rather a gathering place for a few enthusiasts at any given time.

The use of the term "passive activities" is incorrect. The original meaning of a "passive park" was one where there was little or no park infrastructure other than trails and open spaces--e.g. baseball diamonds, tennis courts, soccer fields.....

allow model airplane flight

Inspiration Boards

Park Character/Mood

Options	Open House #1			Online Survey			Total		
	Y	M	N	Y	M	N	Y	M	N
Ceremonial	6	6	19	6	15	34	12	21	53
Refined	9	2	20	8	13	36	17	15	56
Whimsical	11	12	9	10	19	27	21	31	36
Active	14	10	7	31	15	11	45	25	18
Spiritual	14	13	5	25	20	10	39	33	15
Rugged/Adventurous	17	7	7	25	17	14	42	24	21
Colorful	19	8	5	31	21	4	50	29	9
Comfortable	20	7	1	36	17	2	56	24	3
Secluded	23	9	1	33	18	9	56	27	10
Natural	31	1	0	58	4	0	89	5	0
Ecological/Preserve	32	3	0	42	12	5	74	15	5

Total: 102

Park Amenities

Options	Open House #1			Online Survey			Total		
	Y	M	N	Y	M	N	Y	M	N
EV Charging Station	8	11	16	5	26	29	13	37	45
Public Art	14	10	12	15	21	24	29	31	36
Outdoor Classroom/Amphitheater	14	11	9	16	26	19	30	37	28
Education Center	17	10	9	13	21	24	30	31	33
Non-Reservable Picnic Areas	19	8	7	38	11	13	57	19	20
Enhance Existing Restroom	25	9	1	38	19	4	63	28	5
Bike Parking	27	10	1	39	18	5	66	28	6
Seating/Viewing areas	29	8	1	39	17	6	68	25	7

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Drinking Fountain/Bottle Filler	31	5	2	40	17	2	71	22	4
Dog Pick-up Bag Dispensers	31	4	0	47	11	5	78	15	5
Trash/Recycling Containers	34	4	0	54	4	2	88	8	2

Total: 104**Park Activities**

<i>Options</i>	<i>Open House #1</i>			<i>Online Survey</i>			<i>Total</i>		
	Y	M	N	Y	M	N	Y	M	N
Disc Golf	1	12	24	10	20	33	11	32	57
Radio-Controlled Drones	5	6	28	11	11	42	16	17	70
Dirt Bike Course	5	6	27	7	12	41	12	18	68
Off-Leash Dog Park	8	6	23	22	13	28	30	19	51
Electric Motor-Assisted Gliders	10	7	21	19	16	28	29	23	49
Biking - Paved	12	9	15	24	25	14	36	34	29
Fitness	14	9	14	24	25	14	38	34	28
Hand-Launched Gliders	14	14	10	29	18	16	43	32	26
Group Exercise	15	10	12	18	28	16	33	38	28
Orienteering/Geocaching	18	14	5	23	21	15	41	35	20
Water Activities (slough side only)	18	10	10	26	20	17	44	30	27
Nature Play	21	12	2	39	17	5	60	29	7
Biking - Unpaved	29	6	3	28	22	11	57	28	14
Kite Flying	30	4	2	51	8	3	81	12	5
Photography	33	2	2	57	5	1	90	7	3
On-Leash Dog walking	33	4	1	56	5	3	89	9	4
Bird Watching	37	1	0	53	7	1	90	8	1
Walking/Hiking/Jogging	39	0	0	63	0	0	102	0	0

Total: 104**Park Services/Programs**

<i>Options</i>	<i>Open House #1</i>			<i>Online Survey</i>			<i>Total</i>		
	Y	M	N	Y	M	N	Y	M	N
Private Events	7	10	18	13	16	33	20	26	51
Bike Repair Station	7	11	19	8	26	28	15	37	47
Material Distribution Center	8	11	17	4	20	37	12	31	54
Concessions/Rentals	9	6	23	7	15	40	16	21	63
Nature/Summer Camp	11	20	4	17	31	14	28	51	18

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Public Events	17	15	6	13	16	33	30	31	39
Docent-Led Tours	20	13	4	26	20	14	46	33	18
Classes/Education Programs	24	9	3	18	29	13	42	38	16
Ranger Service	27	5	5	29	24	8	56	29	13

Total: 103**Options for Revenue Generating Activities**

Options	Open House #1			Online Survey			Total		
	Y	M	N	Y	M	N	Y	M	N
Parking/Entrance Fee	5	9	25	7	17	38	12	26	63
Concessions (food, equipment rentals)	10	6	21	13	12	36	23	18	57
Reservation-Based Picnic Areas	10	11	17	18	15	28	28	26	45
Naming Rights	18	8	12	25	20	16	43	28	28
Solar Generation/Net Zero	23	5	7	34	17	12	57	22	19
Donations/On-Site Recognition	24	11	3	33	20	9	57	31	12
Methane Capture	32	5	1	35	19	7	67	24	8

Total: 103**How do you define "Passive Recreation?"**

Options	Open House #1	Online Survey	Total
Option 1	0	2	2
Option 5	3	12	15
Option 4	6	11	17
Option 2	9	17	26
Option 3	13	23	36

Total: 104**Inspiration Boards - Comments**

Location on Map	Public Comment	Reaction to Comment
Park Amenities	Seating/viewing areas	★
	Public art	★
	Dog pick up bag dispensers	★★★
	Drinking fountain/station	★
	Others?	Maintain restrooms, trash receptacles (yes! ★), Partner with local schools for

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		art, place around park ex. Stones painted on can be used for a wall or other (good idea), all of them except art educational signage
Park Character/Mood	Others?	keep bedwell natural except for paved parking (yes! Yes! Yes!)
		keep it open space/natural, habitat, passive use- open views (yes!)
		boating access!
		2 paths - 1 for biking, 1 walking
		no more buildings
		keep it natural or secluded
		invite artists to create throughout the park (short term art installations
		disagree. Classes ok
		quiet Extremely important
Park activities	Walking/hiking/jogging	yes, yes, yes!, don't care
	Biking - paved	no, no, no!
	Biking - unpaved	yes please! On outer perimeter track only, don't care
	Dirt-bike course	no! no! absolutely not!
	Kite flying	don't care, yes, yes, yes
	Bird watching	yes :) yes!
	On-leash dog walking	yes! Sure!
	Off leash dog park	no!
	Photography	yes! Sure!
	Others?	dirt bike course sounds good - need separation between bikes and walkers - there have been incidents
		no - keep bikes on existing trails
		yes on-leash dogs
		off-leash dog area with signage directing people to use leashes in the rest of the park & why (wildlife) (yes! No off leash)
		no dog park! Yes dog park! Yes dog park!
		allow mountain biking throughout! We can peacefully coexist
	Hand-launched model gliders	no! yes!
	Motor-assisted plane	no! yes!!! Yes yes
	Radio-controlled drones	no no yes no yes, we come here to see birds not drones

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	Disc golf	no no yes, yes for my dad
	Fitness	no no
	Orienteering/geocaching	no no yes yes
	Water activities	no no yes yes no
	Group exercise	meh, don't care
	Nature play	yes! Meh, don't care
	Others?	yes, a place to put s.m. paddleboards and kayaks, yes, disrupts shore birds, yes sup/kayak non-motorized
		sailing
		yes w/ low income pricing and community resident discount
		fitness pan canoe
		would it be possible to designate hours or a day per week of month for drones/aircraft? (no drones, rc airplanes or gliders)
		fishing pier (ban regulations?)
Park services/programs	Ranger service	definitely! Yes please! Meh, don't care
	Class/education programs	yes! Yes ✓
	Docent-led tours	yes! Yes ✓✓✓✓
	Public events	NO no no no, I will have to go, so no
	Private events	no no no maybe, if they pay for maint of the park, no, leaves marks, residue, chain leg hacks, etc, no
	Concessions/rentals	no yes no yes yes
	Material distribution center	no no no no
	Bike repair	no no, bike repair station
	Others?	concessions w/ locally run vendor - rotate every 6 months with a new vendor
		permit food trucks during weekdays (?) what would problems be? Increase trash food garbage
Options for revenue generating activities	Parking entrance fee	perhaps/no - low income people can't afford no, agree no
	Concessions (food, rentals)	no no no, yes yes yes
	Donations/on site recognition	possibly - need more info
	Naming rights	!! It's been named - Bedwell Bayfront Park
	Private/corporate events	no no no, no - keep open access to quiet

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		contemplation!!
	Reservation-based picnic areas	too formal? No, this would be okay in "quarry" area
	Methane capture	yes yes yes!
	Energy generation/net zero	yes please yes
	Others?	annual parking pass - designated parking area
		food concession/sn
		put solar panels on building and city roofs
		no corporate events that limit access.

Flip Chart Notes

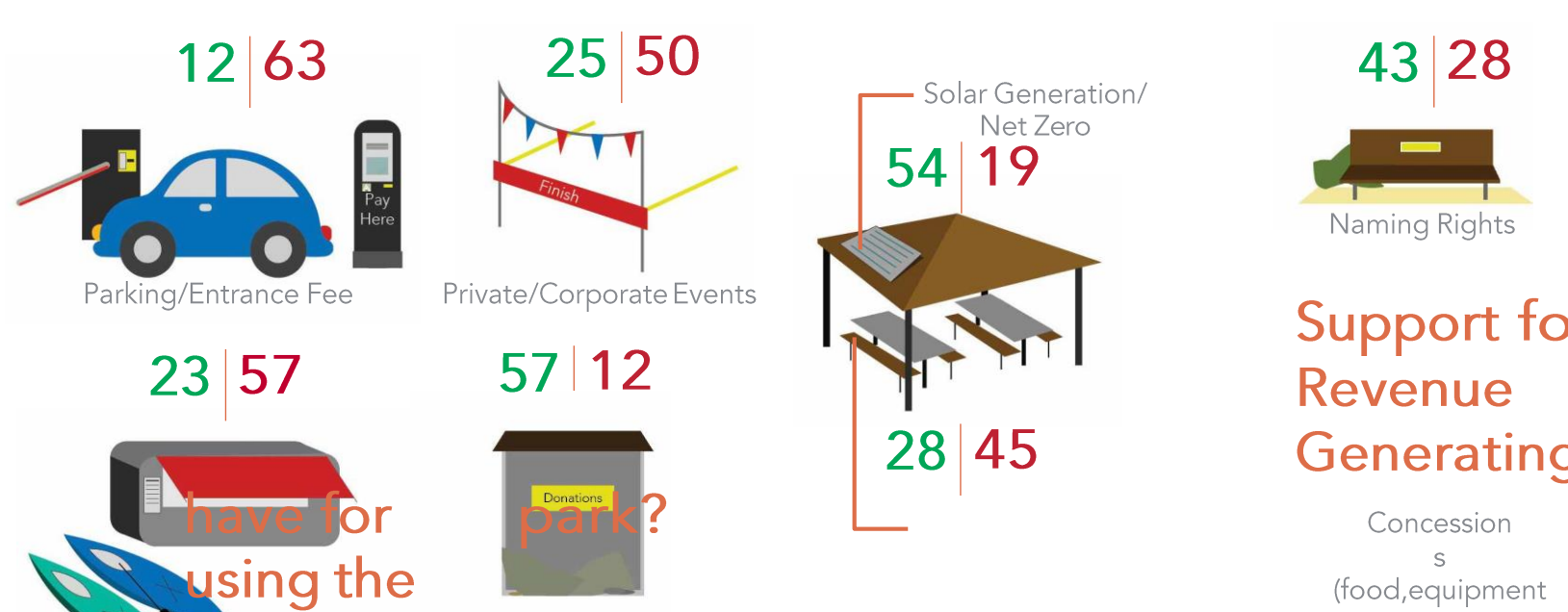
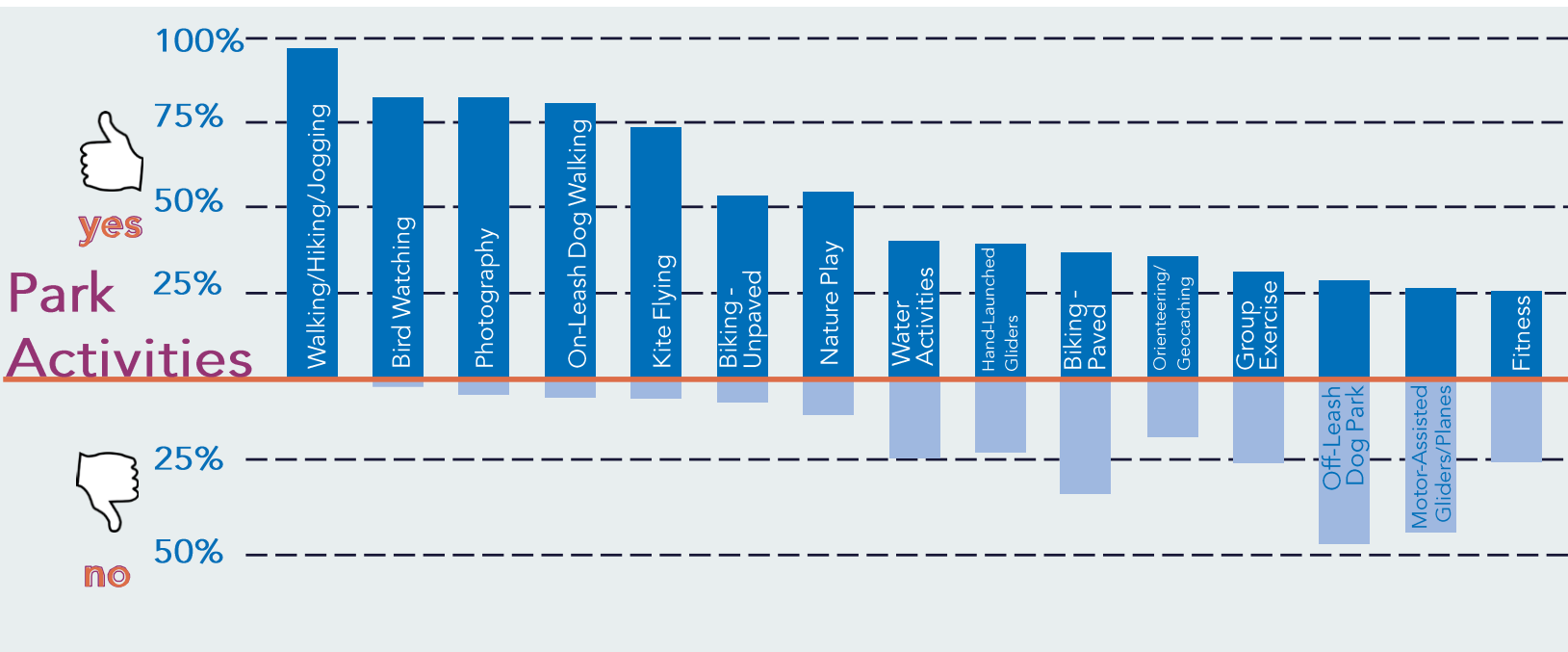
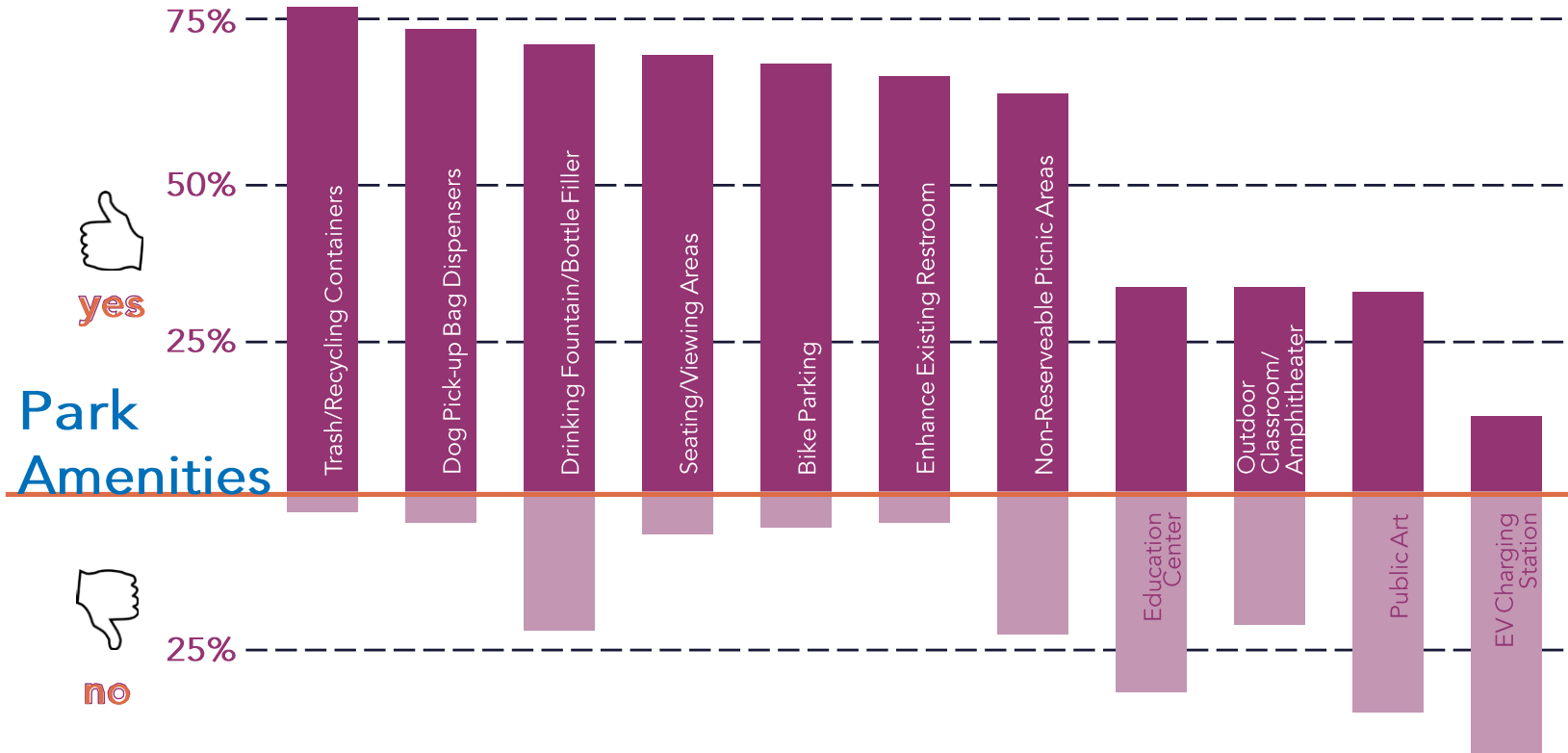
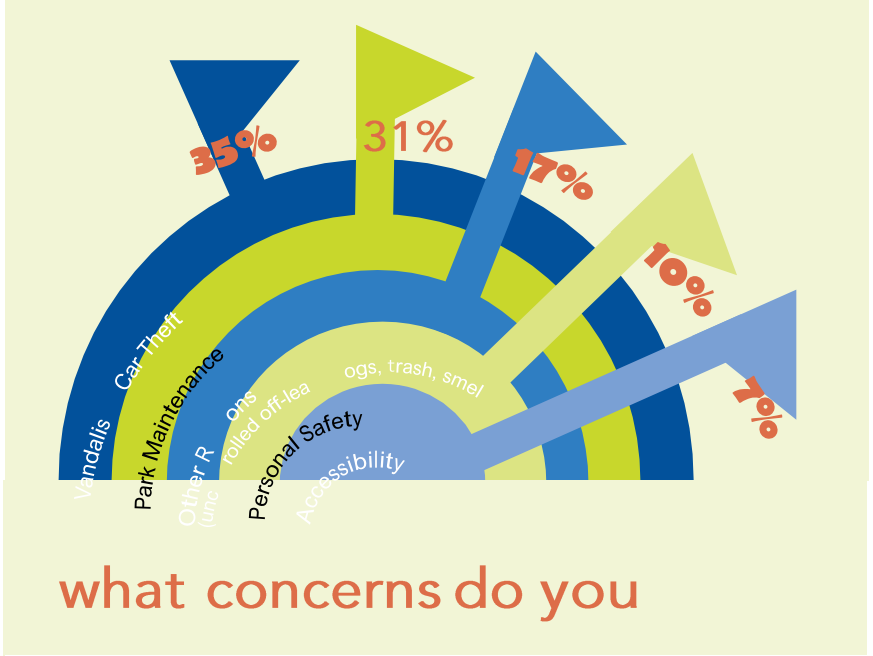
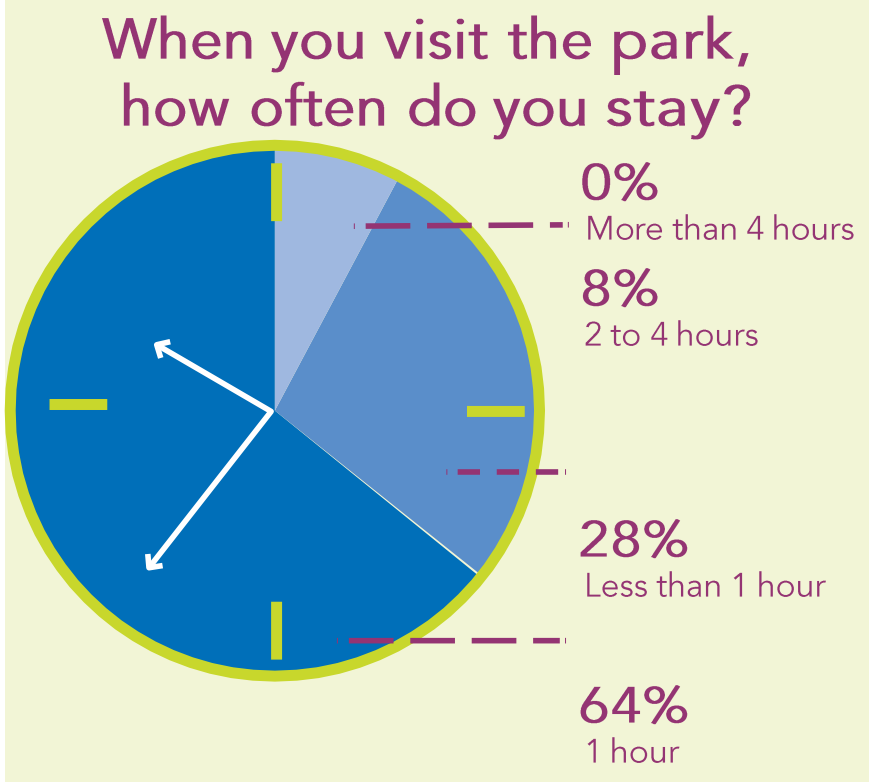
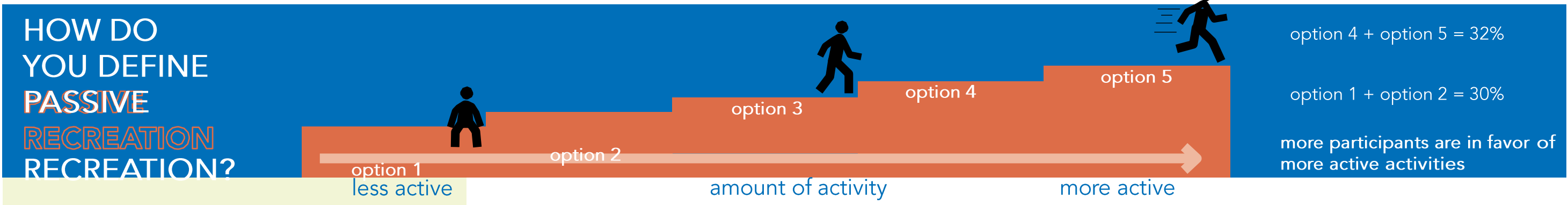
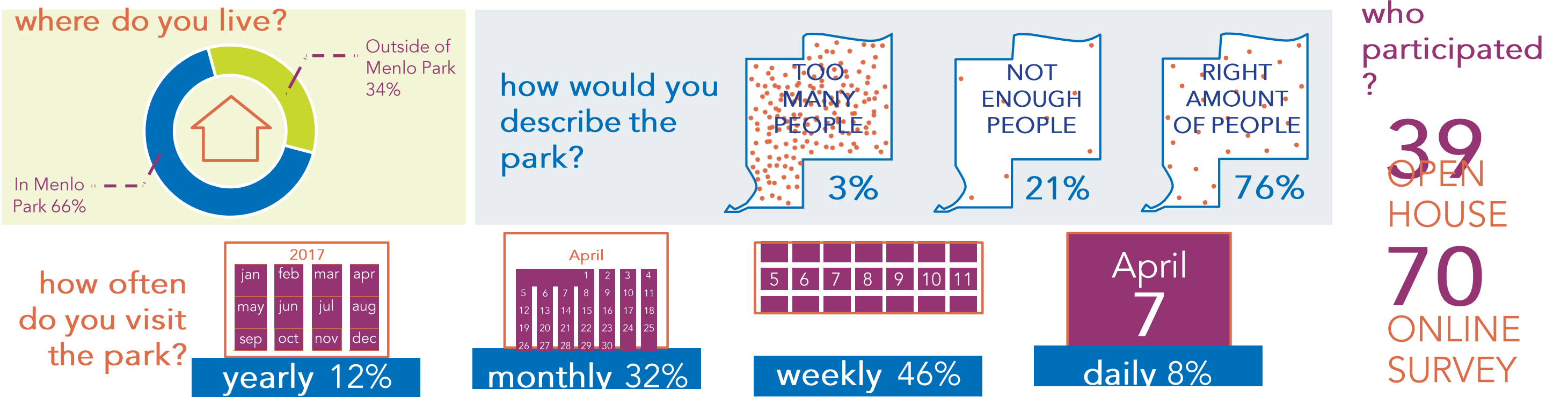
Public Comment	Reaction to Comment
Mobile interpretive center	
Cell phone app for educational purposes instead of physical building.	
Very concerned about the encroachment of ANY form of active recreation	
increase passive recreation and educational opportunities	I agree with above, also agree, I agree!

-END-



RESULTS ARE IN

Main Take-Away: Based on the input below, there is support for the park plan to explore additional activities and amenities.



GOALS AND OBJECTIVES

- GOAL 6 Sustainable funding
- GOAL 1 Inclusive outreach process
- GOAL 4 Protect habitat and landfill
- GOAL 3 Increase park opportunities
- GOAL 5 Radio controlled aircraft research (rentals)



Bedwell Bayfront Park

17014Outreachinforgraphics.indd



Combined Open House #2/Open House #3/Online Survey Input Summary

Bedwell Bayfront Park Master Plan

September 15, 2017

Responses

Open House #2 total returned packets: 56

Open House #3 total returned packets: 19

Total Online Survey responses: 151

Total Spanish responses: 4

Potential duplicate responses: 16

Total responses: 226

User Survey

Question #1: How old are you?

<i>Options</i>	<i>Open House #2</i>	<i>Open House #3</i>	<i>Online Survey</i>	<i>Total</i>
Under 16	0	0	0	0
16 to 20	0	0	2	2
21 to 30	1	1	14	16
31 to 55	19	8	64	91
55+	35	10	65	110

Total: 219

Question #2: Where do you live?

<i>Options</i>	<i>Open House #2</i>	<i>Open House #3</i>	<i>Online Survey</i>	<i>Total</i>
None of the above	8	1	19	28
In Redwood City or East Palo Alto	14	4	19	37
East of Highway 101, in Menlo Park	7	11	21	39
West of Highway 101, in Menlo Park	2	2	86	113

Total: 217

Question #3: How far is your home from the park?

<i>Options</i>	<i>Open House #2</i>	<i>Open House #3</i>	<i>Online Survey</i>	<i>Total</i>
More than 10 miles	1	0	9	10
5 to 10 miles	14	7	6	27
1 mile	8	8	33	49

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Burlingame, CA 94010
T 650.375.1313
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SAN JOSE
300 South First Street, Suite 232
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2 to 5 miles	32	9	97	138
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Total: 224

Question #4: How often do you visit the park?

<i>Options</i>	<i>Open House #2</i>	<i>Open House #3</i>	<i>Online Survey</i>	<i>Total</i>
Rarely/Never	2	0	12	14
Yearly	12	4	29	45
Daily	13	2	9	24
Monthly	12	5	46	63
Weekly	24	7	49	80

Total: 226

Question #5: When you visit the park, how long do you stay?

<i>Options</i>	<i>Open House #2</i>	<i>Open House #3</i>	<i>Online Survey</i>	<i>Total</i>
More than 4 hours	0	0	0	0
Less than 1 hour	4	0	18	22
2 to 4 hours	8	6	46	60
1 hour	26	11	81	118

Total: 200

Evaluate the Program Statement that we have developed and let us know how much you support each part.

<i>Statement</i>	<i>Open House #2</i>			<i>Open House #3</i>			<i>Online Survey</i>			<i>Total</i>		
	Y	M	N	Y	M	N	Y	M	N	Y	M	N
Statement 1 - Respect	13	2	0	48	3	1	110	12	9	171	17	10
Statement 2 - Acknowledge	11	5	2	34	10	8	88	32	11	133	47	21
Statement 3 - Support	13	2	2	24	15	12	69	33	29	106	50	43
Statement 4 - Address	15	2	0	40	11	2	99	23	9	154	36	11
Statement 5 - Provide	12	5	1	31	13	7	74	36	21	117	54	29
Statement 6 – Future	11	5	1	33	13	4	76	36	19	120	54	24
Statement 7 - Funding	5	7	6	28	8	15	49	46	36	82	61	57

Written, On-Line and Other Survey Responses

Bedwell Bayfront Park Master Plan

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Comments

support through taxes not money generating activities; park not really suitable for picnics, parties etc - there is Flood Park and others in City for that; ranger needed - or better patrol of off lead dogs
asphalt paths need maintenance, spirit path is not kept up, major puddles 4 months a year need to be filled, this is a dog poop park worst in the area, dogs off leads the majority of the time, need ranger
next generation: best if provide outdoor/nature experiences only - no picnics, playgrounds, etc.; small amphitheater in trees ok
community garden - perhaps with addition of organic practices
I support the focus on next generation education in strategic
leave the park as it is, maintenance and tactful improvements (benches etc.) but don't turn it into PA Baylands
my overall preference is to keep the park as it is, with only necessary modifications
find funds without creating mechanisms in the park "???" city bite the bullet and fund it
let's not add more to this quiet escape! No drones, playgrounds, fitness equip (go to downtown manicured parks)
consider separate issue from shoreline issue, should have a simple parks master plan for all Menlo Park, not a separate one that takes Bedwell in isolation
Menlo Park residents need a master plan for all it's parks
Support model gliders as there are no other locations to do this
I would like to see Bedwell Park remain. First of all an open space, wild, natural where nature is the main attraction. People like it because it has a wild feel about it. Hopefully apart from trail improvements and more trash bins, nothing much

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needs to be done. It's a great place to meditate and enjoy nature and relax. Do not turn it into a "city" park. Thanks
Statement 7: In way that is aligned with promoting nature, stillness and reflection
Identify key values perhaps 1) native preservation = light of environment/population changes, 2/ enhance user experience of "the place", 3) family focused, more kids accessible areas/play zone, 4) beyond food r ???, a spiritual retreat for native meditation, yoga etc.
City should support like it does all other city parks, stafford park 7.0 mi, stuesaftt park 10.6 mi
trails need to be fixed/winter time paths are full of water, more police patrols because cars are broken into, restrooms need to add on some trails
mas cuidado con los perros y la popo, necesitamos un bano mas y felicidades en el nuevo proyecto (being more mindful of dog poop, an additional bathroom, congratulations on the new project)
maybe a donation box; request volunteer maintenance groups
Statement 5: not sure what this means, they will be stuvairs what we leave - create
would not use if there was a charge to the park
please do not allow tractor trailers; at night when there's no surveillance people dump garbage and furniture; more police patrol - especially at night
I am more than glad and feel fortunate by having this park close to my home, and that it was left as passive recreational place and "not" turned into a "golf park". For only a small group of people that might not leave in the area.
poner un bano o dos por el parque (put 1 or 2 bathrooms in the park)
poner other bano 1 o 2 en diferented lugarer del parque (put another bathroom 1

Written, On-Line and Other Survey Responses

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or 2 in different parts of the park)
leave it alone & bring back burrowing owls
use existing soil mixed with risen binder
the park should be funded by the general fund, as are other parks; maintain what's here. Don't make this a bust, noisy urban park - it is our only urban open space.
no cobrar la entrada al parque y poner mas banos en el parque...levantar popo de los perros (do not charge to enter the park, more bathrooms, pick up after your dog)

Please tell us which concept plan you prefer.

	<i>Open House #2</i>	<i>Open House #3</i>	<i>Online Survey</i>	<i>Total</i>
A	21	4	63	88
B	17	3	50	70
Neither	10	11	38	59

42%

32%

27%

slight preference for A

¼ "do nothing"

Total: 217

How can the concept be improved? Please evaluate the list of attributes below and let us know if you would like to keep it as shown, remove it, or keep it but with modifications.

<i>Alternative</i>	<i>Open House #2</i>			<i>Open House #3</i>			<i>Online Survey</i>			<i>Total</i>		
	keep	remove	modify	k	r	m	k	r	m	k	r	m
Restroom	6	1	4	38	2	5	107	1	5	151	4	14
Orienteering/Geocaching	4	3	3	29	8	4	77	23	13	110	34	20
Great Spirit Path	5	2	3	37	8	3	92	14	7	134	24	13
Bay Trail	5	0	3	38	3	5	69	27	17	112	30	25
Accessible paths	7	1	3	36	4	4	76	18	19	119	23	26

Written, On-Line and Other Survey Responses

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Accessible summit	6	3	3	34	9	1	84	16	13	124	28	17
Path/trail surfacing	8	1	2	32	4	7	65	23	25	105	28	34
Trees to screen sewage facility	8	0	3	35	7	2	96	8	9	139	15	14
Habitat restoration	11	1	0	36	3	3	98	7	8	145	11	11
Picnic tables	8	3	2	23	15	17	68	24	21	99	42	40
Fitness course	4	7	1	20	21	1	56	48	9	80	76	11
Educational trail loops	5	3	2	27	12	2	84	18	11	116	33	15
Amphitheater/group seating	2	7	4	16	24	6	49	46	18	67	77	28
Play Area	2	8	2	14	22	8	72	30	11	88	60	21
Off-leash dog-park	5	8	1	12	27	6	50	50	13	67	85	20
Model glider	5	4	3	22	17	3	48	58	17	75	79	13
Boat launch	3	8	2	22	23	2	63	41	9	88	72	13
Building	3	6	2	16	16	7	59	36	18	78	58	27
Parking, paved	6	2	2	31	10	1	74	30	9	111	42	12
Parking, gravel	4	4	3	38	5	2	87	11	15	129	20	20
Parking, undesignated	4	4	2	29	7	4	80	20	13	113	31	19

Total: 169

Comments
too developed; improve existing, path needs to be improved so can use in winter; trees if have \$
lower cost to not need fees; improve, get rid of puddles
reinstate great spirit path; restroom building only
orienteering not wanted;
small amphitheater, make sure play area fits with rustic nature of park
prefer minimum maintenance on existing trail; keep path as is as much as possible; a few small tables with wide trees; parking as existing as far as possible
modify as little as possible; a few picnic tables; no dog park
orienteering is already here; what habitat?; just a few picnic tables

Written, On-Line and Other Survey Responses

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minimize summits; picnic tables should be close to parking; perimeter focused educational trail loops, no pay stations
keep path trail surfacing as natural as possible
no motorized model glider; no more parking than current; keep everything as is
keep as is
keep as is, continue to allow bikes
keep it wild, just keep park available to dogs
picnic tables would cause a lot of trash; small and not obtrusive amphitheater; a small ramp for kayaks or canoes would be ok, no motor boats
remove all parking along slough
building sponsored by an organisation that is aligned with supporting passive recreation
add upgrades; add trees for shade; add shade for sun and rain; need a sponsoring arts or theatre group; LEED certified, multi-use; for nonprofit meetings, education seminars, "pay to rent" model; do not do pay parking please
too much stuff and not enough pure open space
no tables people leave garbage behind; dogs must be on leash
don't know what this is; don't care; 9-10 is ok
not sure
please consider at least an emergency response boat launch/water access. Menlo park fire has response to water emergencies on the bay for the safety of the public. Thank you.

Written, On-Line and Other Survey Responses**Bedwell Bayfront Park Master Plan**

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maintain high degree of informal parking; more
less asphalt, path B; don't take away parking; add large amphitheater; add destination play
charge the parking (problem: people park here & then go to work/ride sharing); please no charge to people who just come for a walk
model glider allowed

Additional pasteboard comments

Shaded vista areas, conducive reflection (a destination to walk to and then linger)
people feed skunks, feral cats, is problematic
2nd restroom on east side would be good - people relieving themselves because it's too far to walk back to parking lot
a lot of people do not pick up after their dogs
should build soccer fields, could put 16 or so out by the burrowing owls habitat, fewer trails, less pavement
less development
for walkers
no buildings, no dog park, keep as natural open space, no admission fee, keep open to people of all incomes
bicycles - create a route that's marked if pedestrians and cyclists share then cyclist need to give alert and slow down
bicycles will change the character of this park to the detriment of this open space. Bike elsewhere - there are many other places to bike!
keep the bike's access
no entrance fee or parking fee
like that bedwell is different - don't need every amenity
plant more trees and create shaded areas
not much vehicle access in park
slope restoration signs to keep new footprints from being formed
keep native
better traffic mgmt
water bottle fountain
minimize paved trails
it seems like the proposed, unnecessary changes, are mostly designed to justify the city staff's jobs rather than support the broad environmental needs to preserve habitat and the environment. The proposals just duplicate what is available in other MP city parks.
love the notion to expand and deepen user's experiences while respecting the land and account for surrounding changes (ps disagree with comments above)
emphasize local fauna and flora; maintain natural beauty for nature walks, education children, no softball, badminton, etc. yes to picnic tables & benches, passive activities only, no fee!
no drones

Written, On-Line and Other Survey Responses

Bedwell Bayfront Park Master Plan

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love the park as is. Children need to appreciate nature and parks as it without forcing activities. I see families enjoying the park and exercise together.
this is the only quiet natural open space we have. Keep as is. (yes!)
this park has least amount of shade and picnic/break areas
park is lovely as is, hot paths need maintenance
leave as is. City pay for maintenance as it does its other parks
parking: need easy parking, turn around areas, parking safety concern- cars getting broken into, unobstructed views, shoulder parking needed...

-END-

UNMANNED AIRCRAFT SYSTEM (UAS) ASSESSMENT

Overview

On August 23, 2016, the Menlo Park City Council approved Section 8.28.130.5 to prohibit all model aircraft in the City's parks, including Bedwell Bayfront Park. The ordinance prohibits *"motor-driven vehicles or models, including drones and unmanned aircraft systems, except in designated areas, and except for the use of drones by public safety personnel for emergency operations"*. No areas in any of the City's parks are currently approved for model aircraft use under the exception clause of this ordinance; however, it was stated by the City Council that the master plan process for Bedwell Bayfront Park would allow an opportunity to consider establishing a designated area for model aircraft. Factors to be considered include: the comfort and safety of park visitors, risk to wildlife in the park and the surrounding wildlife refuge area, risk to manned aircraft due to the park's proximity to the Palo Alto and San Carlos airports, permit requirement, establishment of rules for model aircraft operation, and feasibility of rules enforcement.

Background

Model aircrafts come in all types and sizes, from the tiniest indoor free-flight hand thrown glider models to ¼-scale aircraft powered by 2-cycle internal combustion engines. Typical radio-controlled (RC) model aircraft range from unpowered gliders and electric motor assisted gliders to motor/propeller driven airplanes and helicopters. Within a 36-mile radius of Menlo Park there are currently 8 privately owned model aircraft flying fields associated with the Academy of Model Aeronautics (AMA) chartered clubs and 6 public parks or schoolyards (some associated with chartered AMA clubs) where some types of model aircraft flying are permitted. The AMA is a non-profit organization that promotes model aviation as a recognized sport and recreational activity. The public parks that specifically allow and regulate some types of model aircraft include Rancho San Antonio Open Space Preserve in Santa Clara County, Windy Hill Open Space Preserve in Portola Valley, Coyote Hills Park in Newark and Mission Peak Regional Park in Fremont.

Usage History

Hobbyists began flying model gliders at Bedwell Bayfront Park as early as 1986, shortly after the park was opened and before trees matured. The breeze that sets up consistently in the afternoons from early Spring through late Fall is forced into updrafts in front of the various small hills in the park. Flying gliders on these updrafts is called "slope gliding". Motor-driven model aircraft and gliders that use thermals to stay aloft have mostly been flown at the large meadow area. Most of the model aircraft hobbyists flying motor driven models tended to station themselves at the southern edge of the central meadow. Hand-launched gliders and motor assisted gliders, as well as a few gliders launched by "hi-start" (stretched rubber tubing and string serving as a glider slingshot) were mostly flown from the northern edge of the

meadow. This is because the prevailing breeze generally blows from north to south and gliders naturally follow the breeze to keep up with passing thermals.

Public Outreach Input

For purposes of discussion and comparison at the community meetings for the Bedwell Bayfront Park master planning process, UAS were divided into three categories: hand-launched model gliders, motor-driven model gliders, and drones. The three differ in their range, potential for noise generation, flight pattern potential, and required pilot operating input. The public input results showed some community support for hand-launched model gliders, with a majority of respondents against motor-driven model gliders and drones. The findings below therefore are focused only on the potential for hand-launched model gliders to be flown at Bedwell Bayfront Park. Potential use restrictions were not shared nor discussed with the public.

Findings

General glider use as it relates specifically to Bedwell Bayfront Park include:

- The range a glider can go is dependent on the capabilities of the pilot, the glider design, and the weather.
- The meadow is a good flying area because it is large and open, it does not have any paths that cross through it, and it is large enough to define a flying zone. At the launch of a glider, it takes seconds for the glider to reach 100-feet in elevation, which is significant in providing a vertical clearance zone or buffer between gliders in flight and park users below. By keeping the gliders in the meadow, they are visible, and the pilot can land the plane if a pedestrian is spotted around the area of the meadow.
- Landings are often the slowest part of the flight, while the launch is the quickest. Thermal climbs are faster, and the glider can reach a speed of about 15mph. The control of the glider is dependent on the pilot, but control of the glider is not impacted by the size of the plane.
- In the past, a park ranger informed glider users to stay out of the middle of the meadow to limit the amount of foot traffic through the middle that might disrupt local wildlife. Glider pilots can launch from the north edge and can control the glider landing location, without having to walk into the meadow's interior.
- Gliders flown over nesting birds can result in abandoned nests. Gliders should not be allowed to fly over the adjacent wildlife refuge.

Potential Use Restrictions

To minimize potential conflicts with wildlife and other park users, glider use at Bedwell Bayfront Park, if allowed, should have use restrictions that could include:

- Hand-launched model gliders only are allowed. Motor-propelled model gliders, multi-copters, helicopters, and 'drones' are prohibited.
- Glider use should be allowed at the park only if accompanied by a park ranger, who can enforce the use restrictions.
- Prior to allowing glider use, a qualified ornithologist should conduct a nesting bird survey of the large meadow area and areas within 100-feet of the meadow to document the baseline condition. A follow-up comparison survey should be conducted in the first year of glider use. If any birds nesting in the immediate vicinity are observed being significantly disturbed by glider activity, then the glider activity should be curtailed. If no such effects are observed, no further mitigation would be needed.
- Glider flying over the adjacent San Francisco Bay Don Edwards National Wildlife Refuge is prohibited.
- Gliders shall be flown line of sight and restricted to the confines of the large meadow area. Gliders should not be allowed to fly over other areas of the park.
- Gliders shall be limited in weight and size (ie. 16 ounces in weight and 6 feet in wingspan).
- The number of gliders allowed to be flown at any single moment should be restricted (ie. 5 gliders maximum).
- Pilots shall maintain a 100 foot buffer between their gliders and other park users.
- Pilots should be members of AMA, follow AMA flight rules and safety code, and have recommended liability insurance coverage. Requiring a permit to fly would be a means to ensure membership and coverage requirements have been met.



Draft Park Plan



Attachment E



- | | | | |
|---|-------------------|----------------------|----------------------|
| Nature Play | ZANGER/YUCE | Parking, Paved | Dog Dispenser |
| Kayak Launch | Summit View Point | Parking, Gravel | Bike Racks Drinking |
| Habitat Restoration/Stormwater Management | Picnic Table | Interpretive Signage | Fountain |
| | Fitness Station | Information Kiosk | Trash/Recycling Bins |
| | Seating | | Restroom |





Park Plan Image Board

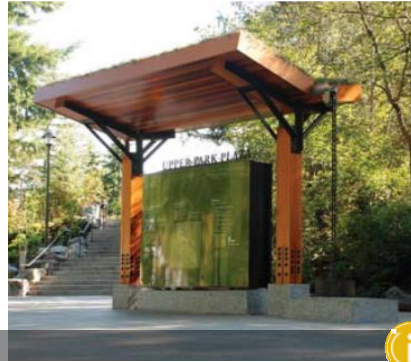


Park Amenities

Information Kiosk



Kiosk



WAYFINDING



Directional Signage



Informational Signage



Interpretive Signage



Interpretive



Surfacing Materials



Existing Gravel Trail



Asphalt Trail



Gravel Parking Areas



Natural-Looking Treated Trail Pavement

Park Entrance



Automatic Access Control



Park Sign



Turn-Around



Park Plan Image Board



Park Amenities

Seating



Durable Seating Options



Single/Small Group Picnicking



Summit View Point



Ranger Office/Restroom



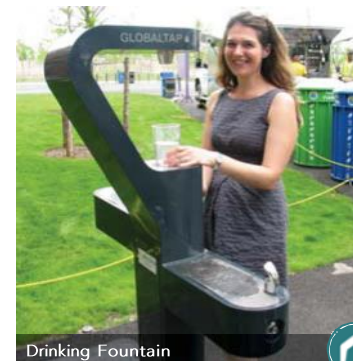
Bike Rack



Trash/Recycling Containers



Great Spirit Path Renovation ("OULDERYINY4EATEDYOAVEMENT")



Drinking Fountain



Stairway



Park Plan Image Board



Restoration

Restoration



Native Plantings/Stormwater



Recreation

Park Activities



Nature Play



Kayak Launch



Parks & Recreation Commission



REGULAR MEETING MINUTES **DRAFT**

Date: 7/26/2017
Time: 5:30 p.m.
Arrillaga Family Recreation Center
700 Alma St., Menlo Park, CA 94025

A. Call To Order

Chair Stanwood called the meeting to order at 5:35 p.m.

B. Roll Call

Present: Chair Stanwood, Vice Chair Johnson, Commissioner Baskin, Commissioner Harris, Commissioner Lane (arrived at 5:44 p.m.) and Commissioner Staley

Absent: Commissioner Palefsky

Staff: Derek Schweigart, Assistant Community Services Director

C. Public Comment

There was no Public Comment

D. Regular Business

- D1. Accept Commission minutes for meeting of June 28, 2017 ([attachment](#))

ACTION: Motion and Second (Staley/Baskin) to accept the Parks and Recreation Commission meeting minutes of June 28, 2017; passes 5-1-1 (Commissioner Harris abstained; Commissioner Palefsky absent)

- D2. Nominate a Commissioner to Serve on the Transportation Master Plan Oversight and Outreach Committee ([Staff Report #17-019-PRC](#))

ACTION: Motion and Second (Harris/Lane) to nominate Commissioner Staley to serve on the Transportation Master Plan Oversight and Outreach Committee; Commissioner Staley accepted the nomination; passes 6-0-1 (Commissioner Palefsky absent)

- D3. Approve quarterly report on the Commission 2-Year Work Plan to the City Council ([attachment](#))

Public Comment

Pamela Jones addressed the Commission regarding item 1 of the Commission 2-Year Work Plan to the City Council

After discussion; the following action was taken:

ACTION: Motion and Second (Johnson/Staley) to approve the Commission 2-Year Work Plan to the City Council with the following changes: add information regarding the Belle Haven Pool Master Plan and add the recent nomination of Vice Chair Johnson to the Parks and Recreation Facilities Master Plan Update Consultant Review Committee; passes 6-0-1 (Commissioner Palefsky absent)

- D4. Provide feedback and input for the Burgess Park Snack Shack and Expansion project ([Staff Report #17-020-PRC](#))

Sam Sinnott from Sinnott & Co. gave a presentation on the Burgess Park Snack Shack Expansion project. Public Works Director, Justin Murphy, and Recreation Supervisor, Todd Zeo, were also present to respond to Commission questions. After discussion, no action was taken.

- D5. Parks and Recreations Facilities Tour

The purpose of this meeting is to tour parks and recreation facilities in Menlo Park and to familiarize commissioners on amenities and uses they provide to residents. The tour will include the Burgess Park Snack Shack as part of the expansion project proposal and both Nealon and Willow Oaks Parks to receive updates on capital improvement projects. The public is welcome to join the Commission on the tour if they wish to do so but must provide their own transportation. No action will be taken by the Commission while on the tour.

Adjourn the meeting prior to the tour. Times are approximate.

Burgess Park Snack Shack Presentation, 701 Laurel Street, 6:00 p.m.

Nealon Park, 800 Middle Ave., 7:00 p.m.

Willow Oaks Park, 490 Willow Road, 7:30 p.m.

E. Reports and Announcements

- E1. Commissioner Reports

A Commissioner Report was not given

- E2. Community Services Director's update and announcements ([Staff Report #17-021-PRC](#))

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

F. Informational Items

- F1. Proclamation for July Parks and Recreation Month ([attachment](#))

Derek Schweigart shared with the Commission the Proclamation of the City Council recognizing July as Parks and Recreation Month.

G. Adjournment

Chair Stanwood adjourned the meeting at 6:56 p.m. prior to the scheduled tour.

Minutes prepared by Linda Munguia, Senior Office Assistant



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 10/11/2017

Staff Report Number: 17-023-PRC

Regular Business: **Make a recommendation to the City Council on the next steps for the Burgess Park Snack Shack Expansion project.**

Recommendation

Staff recommends the Parks and Recreation Commission conditionally support the Council moving forward with the Burgess Park Snack Shack remodel and expansion project proposed by Sinnott & Co. Architecture and Construction in cooperation with the Menlo Atherton Little League (MALL).

Policy Issues

The project has been identified as item #18 in the 2017 City Council Work Plan. The project includes an expansion of the existing Burgess Park Snack Shack to accommodate a commercial kitchen and construct an adjacent building to accommodate the storage needs of AYSO, Little League and City special events.

Policy issues include whether or not the expansion of the Snack Shack is an appropriate / high priority use of public land, staff resources and funds. Determining an appropriate management model for the facility, including use of a publicly-owned facility for profit generation, could also be a policy issue once the facility is built.

Background

Sinnott & Co. approached the City of Menlo Park in late 2016 to discuss the potential of a remodel of the Burgess Snack Shack. The idea came about when the former Fosters Freeze restaurant closed its doors and discussions began among city leaders on ways the Burgess Snack Shack could be enhanced to provide similar services to those provided by Foster's Freeze.

The Snack Shack is underutilized in its current form and is seasonal by sports field users. Historically, the City has not marketed the Snack Shack to outside groups because MALL utilizes the space for more than six months a year. Prior to the recent proposal, the City has not explored other uses and opportunities for the Snack Shack that could provide enhanced services to sports field groups as well as Burgess Park users. One trend in sports field concessions is the option for traditional ballpark fare as well as a variety of healthy foods. A renovated facility including a commercial kitchen operated by a caterer/concessionaire could provide for expanded and enhanced food service to both sports field guests and other park users.

This project would also solve storage needs for the City and sports field user groups that currently utilize City storage rooms in the Snack Shack including additional storage for City special events and for the baseball and soccer field equipment.

During the Parks and Recreation Commission annual park tour in July, 2017, Commissioners heard a presentation on the proposed design and management options for the Snack Shack. At that meeting the

Commission expressed concern that one of the catering companies indicated the only way they could be successful leasing the site was to run their catering business out of the snack shack full time. There were also concerns about roof height and the potential interference of the project with evolving plans for the campus in anticipation of the new library.

Analysis

Sinnott & Co have worked with MALL to develop two project proposals: one for the storage building and all landscape and hardscape and one for the Snack Shack remodel and addition. Each includes design, permitting and contractor's overhead and profit. Combined, the proposals total \$1,316,000.

Based on Commission discussion at the July 26 park tour meeting, staff's assumption is that the Commission supports recommending to the Council moving forward with the project under the following conditions:

1. All funding for the project comes from private sources
2. The Snack Shack would be leased to a private catering company based on the results of a competitive bid process
3. Staff capacity exists to oversee the project following staff allocations to other, more pressing, priorities such as: completion of the Bedwell Bayfront Park Master Plan; completion of the Parks and Recreation Facilities Master Plan; progress on the project to update park playground equipment at Nealon Park; completion of restrooms at Jack Lyle Park; completion of restrooms and dog park renovation at Willow Oaks Park, completion of Arrillaga Recreation Center HVAC upgrade; finalization of a modified Aquatics operations agreement; facilities maintenance master plan completion; follow up on infrastructure updates at Belle Haven Pool per recently completed audit and master plan; and work that may be associated with development of a new library on the Civic Center campus
4. Plans for the new library on the Civic Center Campus are taken into consideration related to potential impacts on the area involved in the project

Impact on City Resources

Budget estimates prepared by Sinnott & Co. indicate costs of \$1,316,000 for the projects. City Council has not approved funding for this project at this time. In an initial proposal, Sinnott & Co. proposed undertaking a private fundraising campaign to pay for the project and Council member Mueller and Marc Bryman are also supporting fund raising efforts. No additional discussions have taken place. Additionally, there are no estimates for Community Services or Public Works staff support at this time.

Environmental Review

The Planning Department is determining if this proposal constitutes a project under CEQA and will make determination prior to any proposal presented to Council.

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. Burgess Park Snack Shack PRC Staff Report for July 26, 2017

Report prepared by:
Todd Zeo
Recreation Supervisor



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 7/26/2017

Staff Report Number: 17-020-PRC

Regular Business:

Provide feedback and input for the Burgess Park Snack Shack Expansion project.

Recommendation

Staff recommends the Parks and Recreation Commission provide feedback regarding the Burgess Park Snack Shack remodel and expansion project proposed by Sinnott & Co. Architecture and Construction in cooperation with the Menlo Atherton Little League (MALL).

Policy Issues

The project has been identified as item # 18 in the 2017 City Council Work Plan. The project includes an expansion of the existing Burgess Park Snack Shack to accommodate a commercial grade kitchen and to construct an adjacent building to accommodate the storage needs of AYSO, Little League and City special events.

Originally, the group proposed using private funds for design and construction currently, the group is requesting a City contribution beyond use of the land and potential staff time for the review and coordination of the project.

Policy issues include: Is the expansion of the Snack Shack an appropriate / priority use of public land, staff resources and funds? If so, what concerns are there about the proposed design and what is the best management model for the facility?

Background

Sinnott & Co. approached the City of Menlo Park in late 2016 to discuss the potential of a remodel of the Burgess Snack Shack. The idea came about when the former Fosters Freeze restaurant closed its doors a couple of years ago. Soon after the closure discussions began among city leaders on ways the Burgess Snack Shack could be enhanced to provide similar services that were provided by Foster's Freeze. Since that time discussions have occurred between Sinnott & Co., City Council, City staff, MALL and potential Snack Shack operators.

The Snack Shack is currently underutilized in its current form and limited to seasonal usage by sports field user groups. Historically, the City has not marketed the Snack Shack to outside groups because MALL utilizes the space for more than six months of the year. Prior to the recent proposal, the City has not explored other uses and opportunities for the Snack Shack that could provide enhanced services to sports field groups as well as Burgess Park users. One trend in sports field concessions is the option for traditional ballpark fare as well as a variety of healthy foods. A renovated facility including a commercial grade kitchen operated by a professional caterer and concessionaire could provide the opportunity for expanded and enhanced food service to both sports field guests and other park users.

This project also solves storage needs for the City and sports field user groups that currently utilize our storage rooms in the Snack Shack including additional storage needs for City special events programming and for the baseball and soccer field equipment for the users groups.

Analysis

Sinnott & Co have worked with MALL to develop two project proposals (Attachment A). The proposals use the Construction Specification Institute (CSI) format of divisions to identify the various tasks and more accurately define a scope of work. Although the two proposals overlap, one estimate is for the storage building and all landscape and hardscape. The other is for the Snack Shack remodel and addition. Each includes design, permitting and contractor's overhead and profit. Combined, the proposals total \$1,316,000. In addition to the remodel proposals, Sinnott & Co have contacted potential caterers interested in operating a remodeled Snack Shack for their input on the pros and cons of three different potential lease / management models, including:

1. Lease/management by MALL or other non-profit for fund raising purposes (current model)
2. City management with availability to rent on a reservation basis for special events and sports teams
3. Lease/management by a commercial caterer or restaurateur
4. Hybrid form of the above

Sinnott and Company's preferred kitchen arrangement and proposed operation of the building results from discussions with Tim Sandborn of All Sports Concessions and Catering and Jim Wells of J. Wells Catering in Menlo Park. All Sports currently runs the grills from the storeroom of the building for all the significant baseball events. A letter from them is included as Attachment B, detailing how they envision operating the facility.

Jim Wells provided an email describing his proposal to provide 1950s style food (ala Foster's) as well as healthy fare. He proposes to pay the city rent to operate the facility, possibly keeping it open during the summer for lunch and catering to all special park events. He is not willing to share the space with other caterers.

Sandborn and All Sports are similar except they would like to pay a percentage presumably of their gross sales from the facility. They will be open to the public on select days. Both prefer management model # 3 allowing lease of the facility by a third party caterer or restaurant. Option # 1 is not attractive to the Little League as it is run primarily by volunteers and they do not want the responsibility of operating a facility of this scale given their lack of expertise in this area. Management model # 2 does not work for the caterers because of the difficulty moving in and out of the facility. Both caterers contacted for input believe food and equipment needs to be stored long term that cannot be used by others renting the space from the City for special events. The complexity of the equipment necessary to provide the many food options also makes it difficult to rent the space to untrained groups.

Staff suggests the following questions be used to guide the Commission discussion on the proposed topics following the presentation by Sinnott & Co:

1. Is expansion of the Snack Shack an appropriate use of public land, staff resources and funds, given the current items on the Council Work plan and emerging priorities being identified in the Belle Haven Pool Master Plan, Bedwell Bayfront Park Master Plan and Parks and Recreation Facilities Master Plan Update?
2. If so, what concerns are there about the proposed design? What Management model does Commission feel will best serve the City's needs?

3. Is there additional information the Commission needs to provide feedback to the Council on this topic?

Impact on City Resources

Budget estimates prepared by Sinnott & Co. indicate costs totaling \$1,316,000 for the projects. City Council has not approved funding for this project at this time. In an initial proposal, Sinnott & Co. proposed undertaking a private fundraising campaign to pay for the project. No additional discussions have taken place. Additionally, there are no estimates for Community Services or Public Works staff support at this time.

Environmental Review

The Planning Department is determining if this proposal constitutes a project under CEQA and will make determination prior to any proposal presented to Council.

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. Letter and Proposals from Sinnott & Co.
- B. Feedback from potential caterers
- C. Burgess Snack Shack site plans

Report prepared by:
Todd Zeo
Recreation Supervisor

July 17, 2017

Mr. Todd Zeo
Ms. Cherise Brandell
City of Menlo Park
Civic Center
Menlo Park, CA 94025

Re: Park and Recreation Commission Review
Food Concession 'Snack Shack', Sports Storage Buildings and Park Landscaping
Burgess Park
Menlo Park, Ca.

Dear Todd and Cherise:

Thank you and the Commission for agreeing to review the proposal this summer.

The purpose of the addition and remodel of the existing restroom and storage building into the 'Snack Shack' and the creation of the new storage building is to respond to a growing demand for food and drink at events in the park and to provide more storage for the city and field sports teams.

The design is the result of meetings with Little League Baseball representatives, civic leaders and staff, and potential operators.

The design also addresses the area around the improved buildings including a new, outdoor entertainment area from part of the picnic area; expanded bleachers for baseball game viewing; enlarged walkway/circulation space; a batting cage; café seating; and stretched fabric shading over the bleachers.

The 'snack shack' building was partially inspired by the closing of Foster's Freeze. While tying into the brick exterior of the existing building, it includes a glass pass through for orders under a cantilevered, contemporary awning with 1950's graphics reminiscent of the old Foster's Freeze. Those graphics include script lettering for shakes, hamburgers and sundaes which the prospective operators have agreed to supply. The kitchen is a complete, fast food commercial facility which can be open year-round.

The building also includes expanded city storage and a concealed waste disposal room. The existing restrooms are not improved.

Community outreach is expressed in the brick walls of the building with space reserved for donor's bricks. Shallow glass cabinets are also placed in 'history niches' on the outside of both buildings to display the city's history. A wall is also reserved on the new storage building for local baseball history and announcements.

The storage building is reserved for baseball and soccer storage. The baseball room will house a small tractor used for grooming the infield fines and smaller equipment. Both spaces are significantly larger than what they have now. The storage building is approximately 375 square feet. The area of the 'snack shack' addition and remodel is approximately 800 SF, not including the restrooms.

Two project cost estimates are attached. They use the Construction Specification Institute (CSI) format of divisions to identify the various tasks and more accurately define a scope of work. Although the projects overlap, one estimate is for the storage building and all landscape and hardscape. The other is for the snack shack remodel and addition. Each includes design, permitting and contractors overhead and profit. Combined they total \$1,316,000 as of this writing.

Finally, the kitchen arrangement and proposed operation of the building results from discussions with Tim Sandborn of All Sports Concessions and Catering and Jim Wells of J. Wells Catering in Menlo Park. All Sports currently runs the grills from the storeroom of the building for all the significant baseball events. A letter from them is attached detailing how they envision operating the facility. Jim Wells sent me an email. In it he describes providing the 1950s style food (ala Foster's) but also healthy fare. He plans on paying the city rent to operate the facility, possibly keeping it open during the summer for lunch and catering to all special park events. He is not willing to share the space with other caterers.

Sandborn and All Sports is similar except they would like to pay a 'percentage' presumably of their gross sales from the facility. They will be open to the public on 'select days'. Both prefer the first management model identified in your email of 'Lease / management by a third party (potentially a for-profit) caterer or restaurant' or possibly a 'hybrid' form of it. The other two options 'Lease / management by the Little League or other non-profit for fund raising purposes' and 'City management with availability to rent on a reservation basis for special events and sports teams' are not attractive to the Little League or the caterers. The Little League is run primarily by volunteers and does not want the responsibility of operating a facility of this scale. They have no expertise in this area and do not believe the second management model you describe is attractive. The third management model does not work for the caterers because of the difficulty moving in and out of the facility. They both believe food and equipment needs to be stored there, long term, that cannot be used by others renting the space from the City for special events. The complexity of the equipment necessary to provide the many food options also makes it difficult to rent the space to untrained groups.

I hope this submittal is adequate for your discussions and the project wins your support. Please contact me by email with any questions.

Sincerely,

Sam Sinnott

Architect and President
CA Lic No. C12687

sinnott&co.
architecture & construction

558a Santa Cruz Avenue
Menlo Park, CA 94025



***Project Cost Estimate and Scope of Work
Burgess Sports Storage Building and Landscaping
The City of Menlo Park
Burgess Park
Menlo Park, California 94025***

The City of Menlo Park and Little League Baseball

Civic Center
Laurel Street
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cebrandell@menlopark.org
JICMurphy@menlopark.org
MHBryman@gmail.com

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(650) 325 0138 (fax)
sam@sinnottandco.com
www.Sinnottandco.com

last update on **7/17/2017**
by **7/17/2017**
scs

Project Total: \$595,980

Note:

'NIC' means not in contract. 'By Owner' are required items supplied by the owner. Shaded Boxes are allowances for items to be defined by owner. Items with a name in the center right column have been bid. Total includes overhead & profit of 10% calculated into each division subtotal. Design and Engineering Work is not marked up. Items with an asterisk in the left column have changed since the last billing.

Abbrvs:

Md- man-day, alw- allowance, sub- subcontractor, sup- supplier,
lf- linear foot, sf- square foot, sy- square yard, sq- square (100sf),
cy- cubic yard, loc - locations, mat- material

Division 1 - General

		subtotal=	\$148,885
liability insurance	0.04 of 600000	24000	
existing conditions	1.0 alw	7500	7500
conceptual/schematic des.	1.0 alw	10000	10000
city/baseball meetings	6.0 ea	200	1200
PC Review	1.0 alw	5000	5000
Commission Reviews	1.0 alw	5000	5000
permit Architecture	1.0 alw	30000	30000
landscape Architecture	1.0 alw	15000	15000
structural engineering	1.0 alw	7500	7500
electrical engineering	1.0 alw	5000	5000
civil engineering	1.0 alw	7500	7500
consultant coordinatiion	1.0 alw	5000	5000
permit submittal and coord	1.0 alw	5000	5000
const. admin	1.0 alw	3000	3000
geotechnical report	1.0 alw	2500	2500
arborist report	1.0 alw	1000	1000
pc and building permit fees			by owner
cost estimating	1.0 alw	2000	2000
survey/Site Staking	1.0 alw	750	750
coordinate inspections	4.0 md	650	2600
equipment rental	1.0 alw	500	500
tools	1.0 alw	200	200
job phone	1.0 alw	150	150
site cleanup	2.0 md	500	1000 (broom clean)
debris boxes/hauling	4.0 ea	600	2400
janitorial	1.0 sub	0	0 by owner
window washing	1.0 sub	0	0 by owner
tree protection	1.0 alw	2000	2000
temporary toilet	1.0 alw	700	0 Use Owners
special inspections	1.0 alw	1000	NIC
geotechnical inspections	1.0 alw	750	750
engineer inspections	2.0 alw	500	1000

Division 23 (formerly 2) - Site work

		subtotal=	\$111,320
demolition & excavation	1.0 sub	10000	10000
in house demolition	1.0 md	500	500
debris boxes/hauling	4.0 ea	600	2400
setup & protection	1.0 mat	3000	3000 fencing
	1.0 md	500	500
storm drainage	1.0 sub	5000	5000
trenching	1.0 sub	3000	3000
tineted concrete ent area	700.0 SF	50	35000
tree grates	10.0 ea	500	5000
	2.0 md	500	1000
irrigation & planting	1.0 sub	20000	20000
modify backstop	1.0 alw	5000	5000 for view from bleachers
chain link gates	2.0 ea	1500	3000
supervision	12.0 md	650	7800

Division 3 - Concrete		subtotal=	\$22,660
structural slab	400 SF	45 18000	
supervision	4.0 md	650 2600	
Division 4 - Masonry		subtotal=	\$48,125
brick planter infills	4.0 ea	7500 30000	
brick siding	300.0 sf	35 10500	
supervision	5.0 md	650 3250	
Division 5 - Metals		subtotal=	\$2,035
gutters and downspouts	1.0 sub	1200 1200	
flashings	1.0 alw	0 0	see thermal and moisture
supervision	1.0 md	650 650	
Division 6 - Wood & Plastics		subtotal=	\$66,330
framing and trim material	1.0 mtl	12000 12000	
strong walls and incidentals	1.0 mtl		incl. above
wall framing	1.0 mtl		incl. above
	10.0 md	650 6500	
	10.0 md	500 5000	
ceiling framing	1.0 mtl	1000 1000	
& plywood attic	5.0 md	600 3000	
	5.0 md	500 2500	
roof framing	500.0 sf	5 incl. above	
	5.0 md	650 3250	
	5.0 md	500 2500	
eave vents	1.0 mtl	300 incl. above	
	1.0 md	500 500	
	1.0 md	650 650	
exterior trim	1.0 mtl	400 incl. above	
	6.0 md	500 3000	
	6.0 md	650 3900	
siding	600.0 lf	2 incl. above	
	5.0 md	500 2500	
	5.0 md	650 3250	
interior trim	1.0 mtl	200 200	
	2.0 md	500 1000	
storage shelving	1.0 mtl	0 0	by owner
history niche cabinets	3.0 ea	1500 4500	
supervision	7.0 md	650 4550	
punch list	1.0 md	500 500	
Division 7 - Thermal & Moisture Protection		0	\$8,195
insulation	1.0 alw	1500 1500	
attic vents	1.0 alw	1000 1000	
roofing	6.0 sq	500 3000	
supervision	3.0 md	650 1950	
Division 8 - Doors & Windows			\$6,215
windows	1.0 ea	900	NIC
exterior doors	2.0 ea	1,500 3000	includes hardware

	2.0 md	500	1000	
attic access door/ladder	1.0 ea	500	500	
	1.0 md	500	500	
supervise	1.0 md	650	650	
Division 9 - Finishes				\$7,535
drywall	800.0 sf	4	3200	
interior painting	1.0 sub	1000	1000	
exterior painting	1.0 sub	2000	2000	
supervision	1.0 md	650	650	
Division 10 - Specialties				\$128,645
tensil fabric shading	2.0 ea	5000	10000	over bleachers
signage	1.0 alw	5000	5000	
batting cage	1.0 alw	100000	100000	
	3.0 md	650	1950	
Division 11 - Equipment				\$0
Division 12 - Furnishings				\$17,270
bleachers	2.0 ea	3000	6000	
café seating	12.0 ea	700	8400	
supervision	2.0 md	650	1300	
Division 13 - Special Construction				\$0
fire sprinklers	1.0 sub	6000		NIC
supervision	0.0 md	650	0	
Division 14 - Conveying Systems				\$0
Division 25 - Mechanical				\$3,025
Rough Plumbing	1.0 ea	600	600	Hose bibb
water supply line	1.0 alw	1500	1500	
gas line	1.0 alw	1500		NIC
supervision	1.0 md	650	650	
Division 26 - Electrical				\$25,740
underground conduit	1.0 sub	1000	1000	
new transformer	1.0 sub	1000	1000	
site lighting	1.0 alw	5000	5000	
decorative bollards	8.0 ea	1000	8000	
electrical rough & finish	30.0 ea	150	4500	
circuit/sub panel	1.0 sub	500	500	
network/speaker wiring	1.0 alw	750		NIC
lanterns	4.0 ea	200	800	
supervision	4.0 md	650	2600	



***Project Cost Estimate and Scope of Work
Snack Shack, Storage and Restroom Remodel and Addition
The City of Menlo Park
Burgess Park
Menlo Park, California 94025***

The City of Menlo Park and Little League Baseball
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last update on **7/17/2017**
by **7/17/2017 11:28**
scs

Note: 'NIC' means not in contract. 'By Owner' are required items supplied by the owner. Shaded Boxes are allowances for items to be defined by owner. Total includes overhead & profit which is calculated into each division subtotal.

overhead and profit calculated into each division total 10%

Abbrvs: Md- manday, alw- allowance, sub- subcontractor, sup- supplier,
lf- linear foot, sf- square foot, sy- square yard, sq- square (100sf),
cy- cubic yard, loc - locations, mat- material

Remodeled Area -	398 SF	Cost =	\$902 per SF
Additional Area -	400 SF		
Total impacted area-	798 SF		

Burgess Snack Shack Remodel and Addition Cost

Project Total (all divisions)

\$720,041

1092 SF project at \$659 per SF
(300 SF remodel, 398 SF kitchen addition, 394 SF storage addition)

Division 1 - General

subtotal= \$174,875

supervision	0 mo	13200	0 see each Division
liability insurance	0.04 of	450000	18000
existing conditions	1.0 alw	7000	7000
conceptual/schematic des.	1.0 alw	15000	15000
city/baseball meetings	4.0 ea	200	800
PC Review	1.0 alw	10000	10000
Commission reviews	1.0 alw	5000	5000
permit Architecture	1.0 alw	40000	40000
landscape Architecture	1.0 alw	2000	2000
structural engineering	1.0 alw	10000	10000
electrical engineering	1.0 alw	10000	10000
mechanical engineering	1.0 alw	5000	5000
civil engineering	1.0 alw	5000	5000
consultant coordinatiion	1.0 alw	5000	5000
permit submittal and coord	1.0 alw	7500	7500
health department submittal	1.0 alw	7500	7500
encroachment permit	1.0 alw	5000	5000
const. admin	1.0 alw	3000	3000
geotechnical report	1.0 alw	2500	2500
arborist report	1.0 alw	1000	NIC
pc and building permit fees			by owner
cost estimating	1.0 alw	1500	1500
survey/Site Staking	1.0 alw	0	0 NIC
coordinate inspections	4.0 md	650	2600
equipment rental	1.0 alw	500	500
tools	1.0 alw	200	200
job phone	1.0 alw	150	150
site cleanup	2.0 md	500	1000 (broom clean)
debris boxes/hauling	4.0 ea	600	2400
janitorial	1.0 sub	1100	1100
window washing	1.0 sub	600	600
tree protection	1.0 alw	750	750
temporary toilet	1.0 alw	700	0 Use Owners
special inspections	1 alw	1000	1000 pull test
geotechnical inspections	1.0 alw	750	750
engineer inspections	2.0 alw	500	1000

Division 23 (formerly 2) - Sitework

subtotal= \$46,365

Demolition and excavation	1 sub	15000	15000
Inhouse demo	3 md	500	1500
	3 md	650	1950
draping	1 alw	1000	NIC
debris boxes/hauling	6 ea	600	3600
setup & protection	1 mat	350	350
	1 md	500	500
	1 md	650	650

Burgess Snack Shack Remodel and Addition Cost

planting and irrigation	1 alw	1000		see storage and landscape
storm drainage	1 alw	2000	2000	
trenching and backfill	1 sub	10000	10000	
asphalt patch	1 sub	4000	4000	
supervision	4 md	650	2600	

Division 3 - Concrete

		subtotal=		\$54,395
structural slab	800 SF	45	36000	
flat work patch	1 sub	2000	2000	
misc jackhammer/sawcut	1 ea	1500	1500	
bolster existing footings	4 ea	2000	8000	
supervision	3 md	650	1950	

Division 4 - Masonry

		subtotal=		\$28,380
brick siding	700.0 sf	35	24500	
supervision	2 md	650	1300	

Division 5 - Metals

		subtotal=		\$1,678
steel/moment frame	1 ea	5500		NIC
gutters and downspouts	1 sub	1500	1200	
flashings				see thermal and moisture
supervision	0.5 md	650	325	NIC

Division 6 - Wood & Plastics

		subtotal=		\$121,528
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Framing

wall framing	1 mat	6000	6000	
	15 md	500	7500	
	15 md	650	9750	
ceiling framing	1 mat	2500	2500	
	10 md	500	5000	
	10 md	650	6500	
roof framing	1 mat	6000	6000	
	15 md	500	7500	
	15 md	650	9750	
misc framing	1 mat	500	500	
	3 md	500	1500	

Exterior Trim

door/window/fascia	1 mat	2000	2000	
(includes overhang)	10 md	500	5000	
	10 md	650	6500	
siding patch	1 mat	1000	1000	
	6 md	500	2880	
	6 md	650	3900	

Interior Trim

door/wind	1 mat	1500	1500	
rubber base	10 md	650	6500	
	10 md	480	4800	

Cabinetry

hallway cabinets	1 sub	5000	5000	plastic lam
city storage shelving	0 lf	450		NIC
cabinet hardware	1 alw	900	900	

Burgess Snack Shack Remodel and Addition Cost

	1 md	500	500
supervision	10 md	650	6500
punchlist	2 md	500	1000

Division 7 - Thermal & Moisture Protection \$31,350

insulation	1 alw	4000	4000
kitchen hood insulation	1 alw	3000	3000
built up roofing and flashing	5 sq	1000	5000
mech. curbs	1 sub	1000	1000
sloped roof	10 sq	500	5000
window/door flashing paper	1 alw	500	500
roof vents	6 ea	250	1500
weatherstrip & thresholds	3 ea	300	900
wall cap flashing	1 sub	2000	2000
roof /wall flashing	1 sub	3000	3000
supervision	4 md	650	2600
punchlist	0 md	460	0

Division 8 - Doors & Windows \$19,360

pass through windows	1 supl	5000	5000
interior doors	1 ea	750	750 includes hardware
exterior doors	3 ea	1000	3000 includes hardware
metal gate/doors to trash	2 ea	2000	4000
install	8 md	500	4000
	4 md	650	2600
supervision	5 md	650	3250
punchlist	0 md	480	0

Division 9 - Finishes \$52,360

drywall	3300 SF	5	16500
marlite panels	1 alw	1500	1500
	4 md	500	2000
epoxy floor	700 sf	15	10500
exterior painting	1 alw	5000	5000
Interior Painting	1 sub	6500	6500
paint existing	1 sub	2000	2000
supervision	4 md	650	2600
punchlist	2 md	500	1000

Division 10 - Specialties \$12,265

signage	1 alw	10000	10000
	1 md	500	500
supervision	1 md	650	650

Division 11 - Equipment \$61,875

stainless counters	1 alw	10000	10000
stainless shelving	1 alw	2000	2000
exhaust hood	1 alw	3500	3500
freezer	1 ea	5000	5000
soft serve	1 ea	1500	1500
ice cream freezer	1 ea	1500	1500

Burgess Snack Shack Remodel and Addition Cost

42" refrig	1 ea	5000	5000
18" fryer	1 ea	1500	1500
36" grill/range	1 ea	6000	6000
drink dispenser	1 ea	2000	2000
shake machine	1 ea	500	500
wall ovens/convection	2 ea	1500	3000
microwave & trimkit	1 ea	1000	1000
Dishwasher	1 ea	1500	1500
beverage refrigerator	1 ea	1500	1500
compactor			NIC
disposal	1 ea	500	500
refrig/freezer installation	1 alw	1500	1500
install	11 md	500	5500
supervision	5 md	650	3250

Division 12 - Furnishings \$0

Division 13 - Special Construction \$21,945

fire sprinklers	1 sub	10000	10000
fire alarm	1 sub	5000	5000
kitchen hood ansul system	1 sub	3000	3000
supervision	3 md	650	1950

Division 22 - Plumbing \$36,410

Plumbing	6 ea	1200	7200
fire hydrant			NIC
gas supply line and meter	1 ea	10000	10000
gas line	4 ea	1000	4000
repair sewer line	1 sub	1000	1000
hose bibb	1 sub	250	250
refrig water line	1 ea	250	250
tankless water heater	1 ea	3000	3000
grease trap	1 ea	1000	1000
drinking fountains	2 alw	1000	2000
island sink and faucet	1 alw	800	800
kitchen sink & faucet	1 alw	1000	1000
supervision	4 md	650	2600

Division 23 - Mechanical \$17,160

hood exhaust vent	1 alw	4000	4000
heat pump	1 alw	5000	5000
ductwork	1 alw	3000	3000
hood ducting	1 alw	750	750
water heater flue	1 alw	900	900 stainless
supervision	3 md	650	1950

Division 26 - Electrical \$40,095

PG&E transformer	1 alw	10000	10000
electrical rough	70 ea	160	11200
& finish			0
220 circuits	2 ea	400	800

Burgess Snack Shack Remodel and Addition Cost

(n) service panel	1 alw	2500	2500	
dedicated circuits	5 ea	250	1250	
(n) sub panel/circuit	1 alw	800	800	
led lights	15 ea	150	2250	
smoke detectors	4 ea	50	200	
ext. lanterns	6 ea	200	1200	
menu monitors mounts	4 ea	300	1200	includes wiring
stereo system				by owner
stereo speakers	1 alw	1000	1000	
wifi access points				by owner
network wiring	2 ea	400	800	
(computer, cable, phone)				
supervision	5 md	650	3250	

All Sports Concessions and Catering

Owned and Operated by: Tim Sandborn

allsportsconcessions@gmail.com

(650) 279-2562

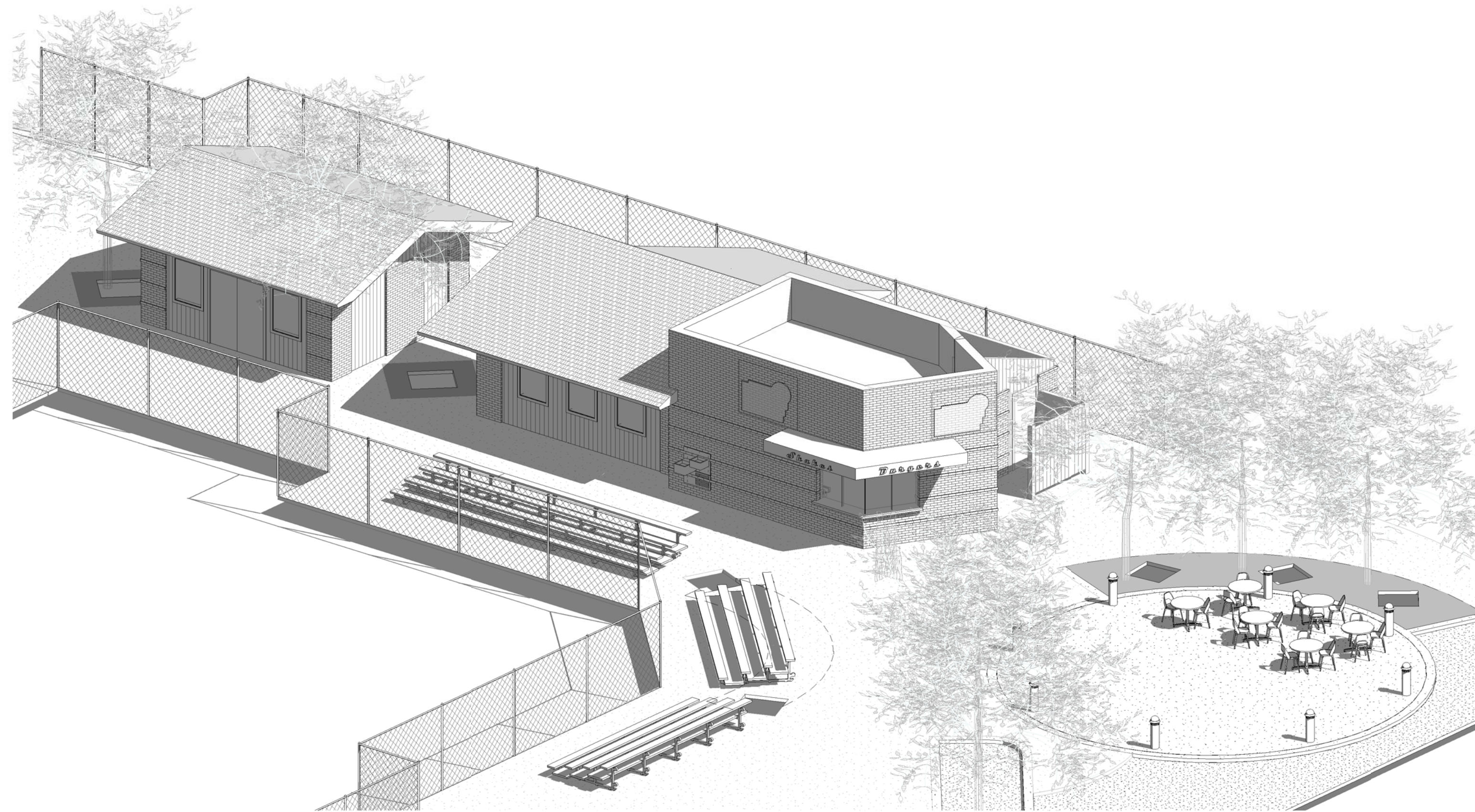
To Whom it May Concern:

All Sports Concessions and Catering is interested in running the new facility that will be built at Burgess Park in Menlo Park. It is our hope that we can continue to offer concession services out of that building for any sporting and community events that are held at the park. For the past ten years we have opened and provided concessions for the Menlo Atherton Little League program as well as Menlo Park's local youth soccer program. We are familiar with the facility and we have experience with how much demand there is for concession services at this location. Ideally, we would continue to operate out of this new facility much in the same manner as we have with the current facility.

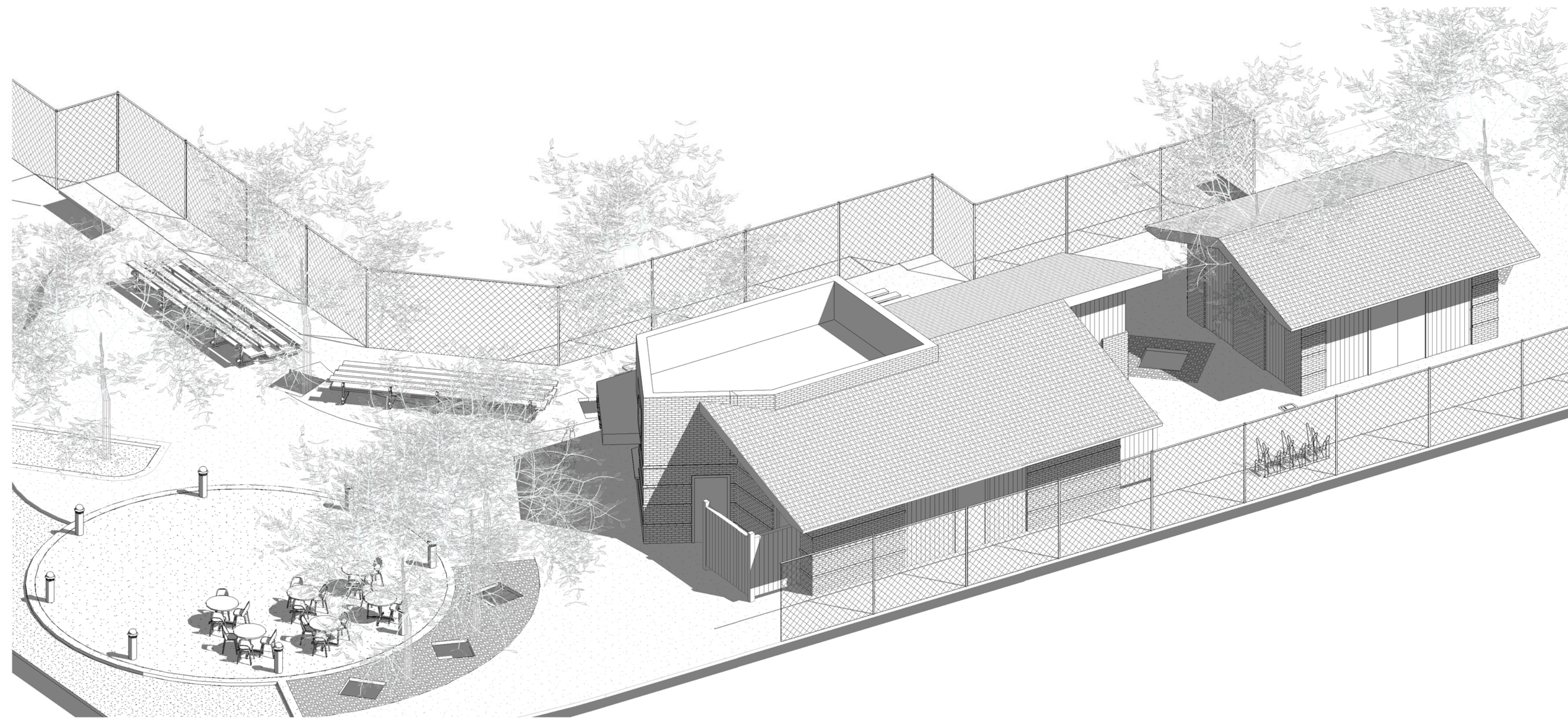
We would like to operate under the first model number listed as possibilities, "lease management by a third party." We are open to negotiating a payment percentage to the city that could be paid annually, bi-annually, or on some other negotiated schedule. It is our hope that we would be the sole operators working out of this facility as we will have all of our food products and equipment stocked in the concession building. We would be open to providing all of the concession and catering needs for the property including but not limited to: Little League games, soccer games, catering for parties on the property, other sporting events, and community events. We could also work out a schedule in which we would be open to serve any walk by traffic on select days during the week. We are open to negotiation for any and all of the terms outlined above.

All Sports Concessions and Catering looks forward to continue working with the city of Menlo Park and the Parks and Recreation department. We are excited for the opportunity to expand our culinary presence at Burgess Park. Please let us know if you have any questions or concerns about our interest in being involved in this new and exciting project. We look forward to hearing from you.

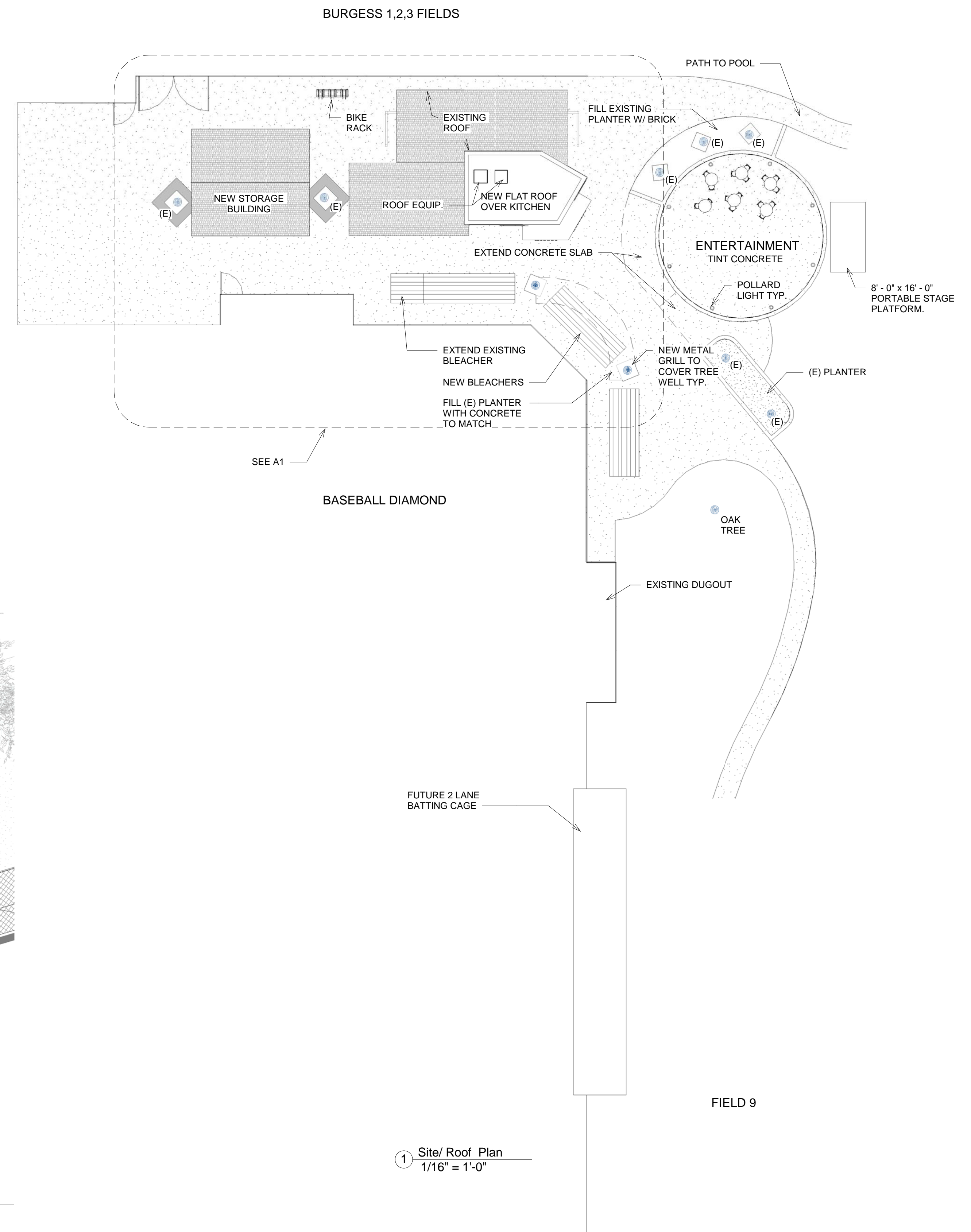
Sincerely,
Lacey Sandborn
Catering Manager
All Sports Concessions and Catering



3D.2



3D.1



ISSUE NO.	REV. NO.	ISSUE DATE

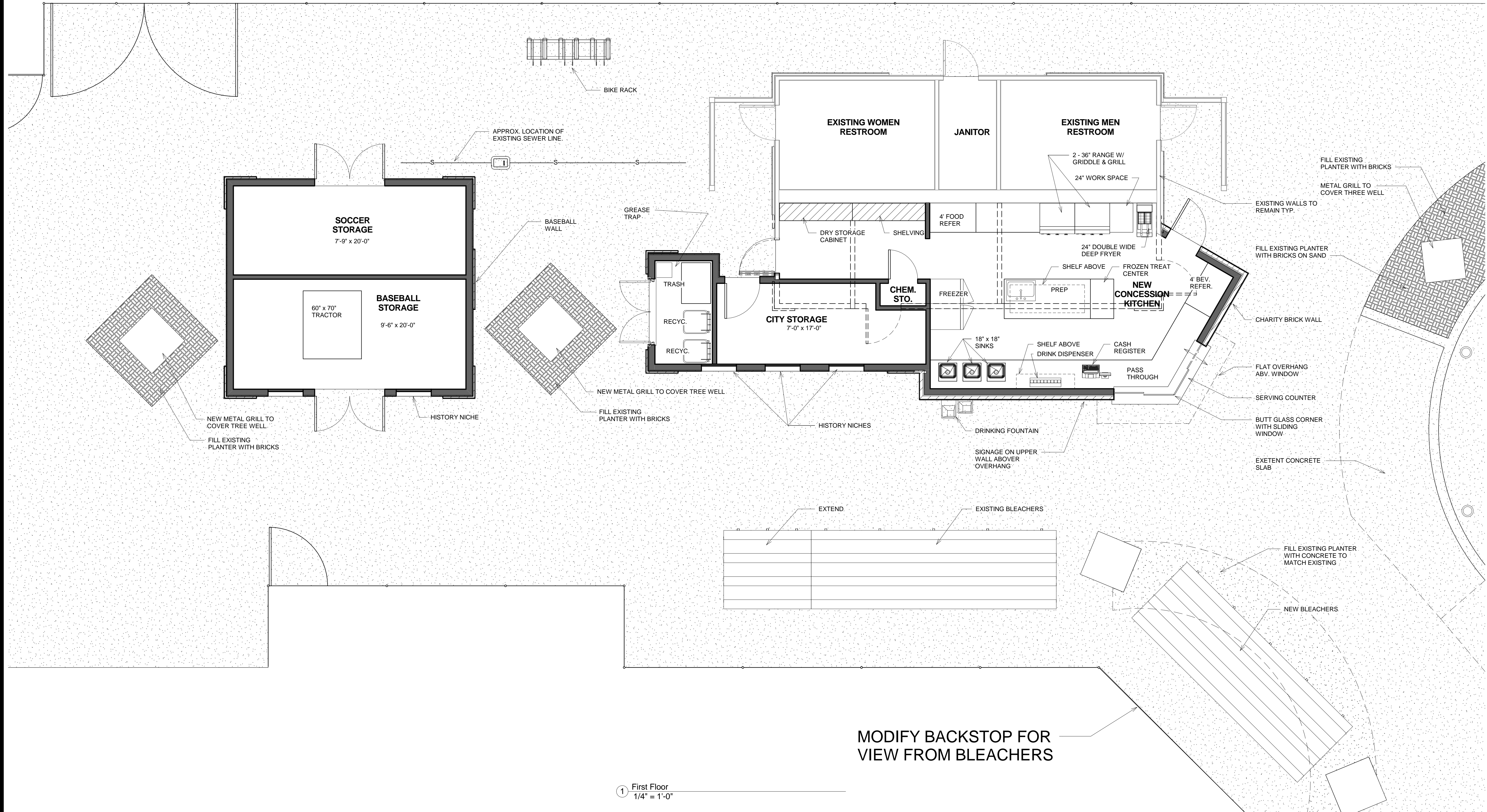
JOB NO. Project Number

DATE: 7.6.17

SCALE: 1/16" = 1'-0"

SHEET NO.

A0.1



ISSUE NO.	REV. NO.	ISSUE DATE



STAFF REPORT

Parks and Recreation Commission

Meeting Date: 10/11/2017

Staff Report Number: 17-024-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

1. Good Bye Summer Camp and Hello Back-to-School

Menlo Children's Center's "Menlo Palooza" summer camp wrapped up the summer program with an end of summer fiesta Aug. 18. At this event, children participated in many fun activities including a large slide jumper, mariachi photo booth, piñatas, popcorn, cotton candy and nachos for lunch. Then, on Aug. 24, the MCC After School program was ready to welcome 75 children from four of the local Menlo Park elementary schools. It was great to see so many smiling faces returning and to welcome our new friends to the program. The MCC After School program is designed to provide quality recreational activities for working parents of school age children. A unique service that we provide allowing us to stand out is transportation service from the local schools to the Burgess Campus. The children in the program participate in a range of activities including homework club, art, cooking and science projects. Children are also escorted to recreation classes including but not limited to, dance, gymnastics, soccer, Kuk Sool and swimming. This allows parents to work full time while children still get to experience the wonderful enrichment activities provided through the Community Services Department.

2. Tot Lot Reopens for Fall Session

Bring your children to run, jump, play, and socialize with other youngsters at our popular Tot Lot open play zone starting this fall on Thursdays, beginning Sept. 7. Tot Lot is an exciting weekly drop in program held at the Arrillaga Recreation Center in Burgess Park for preschool aged children from 2 to 5 years old. The program is offered weekly Thursday mornings from 9 a.m. to 11 a.m., September through June. Children will have the opportunity make new friends and explore a tactile environment while jumping in bounce houses, tumbling on foam mats and other gymnastics play equipment, rolling around on scooters and in toy cars, throwing and catching foam balls, and much more! Select holiday Adult supervision is required at all times during the Tot Lot program.

3. Nealon Park Field Renovations Update

The Nealon Softball field renovation project has been completed and is now open for sports team use while the warranty for the work is still in place. The plan is to re-open the field to dog owners at the end of October and to remove the temporary dog park. An online survey is available to dog park users to gauge their response to having a dog park available during open park hours rather than only M-F 8am – 10am. The survey can be accessed at: menlopark.org/dogparks

4. Menlo Park Movie Series 2017

The Menlo Movie Series recently wrapped up the last of 9 weeks of free movies, a family friendly atmosphere, beautiful Menlo Park weather, and an overall experience that was well received. Estimated attendance was around 100 people for each of the movies in the series.

5. Fifth Annual Music in the Park Event Held at Kelly Field

On Tuesday, Aug. 22, 2017 and Tuesday, Aug. 29, 2017 Onetta Harris Community Center hosted its 5th Annual “Music in the Park” event at Kelly Park. Aug. 22 featured The Southbay Dub Allstars, a 10-piece powerhouse with a 3-piece horn section that relentlessly dished unstoppable reggae groove with a mix of funk, soul, hip-hop and pop flavors. On Aug. 29 Somos El Son, a powerful salsa orchestra based out of San Francisco played the right combination of classic salsa to original combinations. Food Trucks were also featured at these events.

6. Operation Brown Bag at the Senior Center

Operation Brown Bag provides a much appreciated variety of grocery items and fresh produce to needy seniors on a regular basis. This program is a successful collaboration between the Senior Center’s staff, dedicated volunteers and the Second Harvest Food Bank. As the cost of living rises, seniors must choose how to spend their limited resources for such things as rent, medications or food. Through social service programs such as Operation Brown Bag, the Senior Center is able to offer needed assistance to those with tight financial situations. In 2016-17, the number of disadvantaged seniors who registered for the Senior Center’s Operation Brown Bag reached an all-time-high, with over 220 seniors stopping by regularly to take home groceries and produce. The Second Harvest Food Bank recently reported that in 16-17 fiscal year, Menlo Park Senior Center received 159,060 pounds of food, equivalent to a total value of \$256,173. The value of USDA commodities is \$1.52 per pound as provided by Feeding America, the national network of food banks. Additionally, the Center in 16-17 provided 1,728 volunteer hours to help facilitate this particular project, which calculates, at minimum wage rates, to \$18,179.

7. Join us in song at the Frozen Sing-Along!

Back by popular demand, the City of Menlo Park, in conjunction with Guggenheim Entertainment, presents the Frozen Sing-Along! October 8, 2017, 1:00-3:00 pm. Sing along with the Academy Award-Nominated film. Participants are encouraged to dress up as Elsa, Anna, Kristoff, Olaf, or their favorite Frozen character. This sing-along event is highly interactive with in-movie antics and a special “Fun Pack” for advance ticket buyers.

Held at the Menlo-Atherton Performing Arts Center, this event will allow you to relive the magic and wonder of this animated hit like it was the first time you saw it. Watch the beloved movie play out on screen and sing along to some of the movie’s most popular songs, including “Let It Go”, “Love Is an Open Door”, and “For the First Time in Forever”. On-screen lyrics—and appearances by Anna and Olaf—make it easy to join in on the fun. Discounts are available for advance ticket purchases and seating is limited so purchase your tickets early to ensure that you are not left out of the fun.

8. Next steps for Downtown Paseo

The Downtown Paseo, which is a reuse of a portion of a street for pedestrian and open space connectivity was a component of the downtown portion of the Specific Plan for the City. The City

wanted to do a trial of the Paseo in an effort to gather information regarding the best location for this amenity. The State of the City speech was the first use of the paseo which was located on Chestnut St. where buckets were used as seats for residents and then provided to the residents to help reuse water during the drought. After the first trial period for the paseo, it was relocated to Curtis Street to gather more data and see how the paseo interacted with other uses, such as Starbucks that might be more compatible.

The paseo has mainly been used as a passive space for having coffee, enjoying your lunch or conversing. In combination with the passive use, the paseo has hosted very successful movie nights that filled the paseo with residents enjoying the evening. Darth Vader was even seen strolling down Santa Cruz Avenue waiting for the movie to start.

With successful information and data gathered about the paseo, the City has decided that it is time for the trial portion of the paseo to be completed. The City looks forward to a future conversation regarding the permanent location of the paseo including the types of uses, both passive and active that would ensure success. The paseo is expected to be removed by Wednesday, Oct. 4.

9. Stage Delight Theater Camp Awarded City Grant

After the success of the Menlo Park Grant for the Arts (MPGA), the City of Menlo Park launched the Menlo Park Grant for Theater Camps (MPGTC) in 2014. The grant was designed to help subsidize the rental cost of the [Menlo-Atherton Performing Arts Center](#) (M-A PAC) for new, small and/or local organizations in an effort to support the Menlo Park artistic community. One to three organizations can be selected each year and will be awarded \$3,000-\$5,000 to be used toward a weeklong summer theater camp program. The City of Menlo Park is pleased to announce that [Surprise Enterprise](#) has been selected as a recipient for the MPGTC for their Stage Delight Theater Camp for summer 2018. Founder Linda "Rainbow" Levine M.Ed. noted in the grant submission, "I appreciate the opportunity to apply for this grant, making it possible to expose children and their families to your professional-grade theater and the wonderful diverse world of performing arts and recreation." Stage Delight Theater Camp will allow children to experience the lighting, sound, stage and front & back of house of a professional theater. Through mime, movement, puppetry, voice projection, clowning and other theater related skills, children will experience self-esteem, public speaking, confidence, creativity expansion and teamwork in a fun and energetic setting. Stage Delight Theater Camp at the M-A PAC will debut June 25-29, 2018 and will be available for sign-ups starting spring 2018.

10. City Council Update

The September 26 City Council meeting included approval of a \$160,000 contract with Knorr Systems to replace heaters and chemical controllers at the Burgess Pool which are well beyond their expected lifespan. This meeting also included an extension of the existing contract with Team Sheeper through the end of January (with modifications) to allow staff time to develop an agreement with Team Sheeper that would no longer include lease payments but would include a revenue sharing arrangement as requested by Team Sheeper.

October Council meetings on the 10th and 17th will include approval of the contract with the Master Plan Consultants (Gates and Associates) for which we are currently finalizing the scope of work; update on the Belle Haven Pool Master Plan and Audit; and an update on the Bedwell Bayfront Park Master Plan project.

Analysis

Analysis is not required.

Impact on City Resources

There is no change in impact on City resources from these items.

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:

Natalie Bonham, Recreation Supervisor