



Parks & Recreation Commission Agenda

City of Campbell, 70 N. First Street, Campbell, California

NOTE: To protect our constituents, City officials, and City staff, the City requests all members of the public follow the guidance of the California Department of Health Services', and the County of Santa Clara Health Officer Order, to help control the spread of COVID-19. Additional information regarding COVID-19 is available on the City's website at www.campbellca.gov.

This Regular Meeting of the Parks and Recreation Commission will be conducted in person as well as telecommunication and is compliant with provisions of the Brown Act.

Those members of the public wishing to participate virtually can access the meeting at: <https://campbellca-gov.zoom.us/j/85375913767?pwd=QXFMS0ZrVjZSTzILaUUVNEVmSlp3QT09>. Enter Meeting ID: 853 7591 3767 and Passcode: 239429.

Members of the public may attend this meeting in person at Campbell City Hall. If attending in person, face coverings and physical distancing will be required until further notice.

Public comment will also be accepted via email at natashab@campbellca.gov prior to the meeting. Please indicate in the subject line "FOR PUBLIC COMMENT."

A video recording will be available on the City YouTube Channel at: <https://www.youtube.com/user/CityofCampbell> following the meeting.

REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION

Wednesday, March 2, 2022, 7:00 p.m.

City Hall Council Chamber – 70 N. First Street

CALL TO ORDER

APPROVAL OF MINUTES

- A. Regular Meeting – February 2, 2022*

PRESENTATIONS

ORAL REQUESTS

UNFINISHED BUSINESS

- A. Commission Work Plan and Goals

NEW BUSINESS

- A. Campbell Park Renovation Update
- B. Community Center Track Resurfacing Update
- C. Preview of Proposed Parks CIP

COMMITTEE REPORTS:

- A. Parks & Creek Trail: Chair Teeter – Members Doherty and Ishibashi
- B. Trees: Chair Fidrych – Member Beitz
- C. Special Events: Chair Mitchell – Member Abraham

STAFF REPORTS

- A. Parks (Public Works Director Todd Capurso)
- B. Recreation & Community Services (Recreation and Community Services Director Natasha Bissell)

INFORMATION ONLY

- A. Good of the Game

ADJOURNMENT

NEXT MEETING: April 6, 2022

In compliance with the Americans with Disabilities Act, assisted listening devices are available for meetings held in the Council Chamber. If you require accommodation to participate in the meeting, please contact Natasha Bissell in the Recreation and Community Services Department at 408.866.2771.

*Indicates written report

**CITY OF CAMPBELL
PARKS & RECREATION COMMISSION
CAMPBELL, CALIFORNIA
February 2, 2022
MINUTES**

The Parks and Recreation Commission convened for its regular meeting on Wednesday, February 2, 2022 at 7:00 pm, Council Chambers and Commissioner Mitchell attended virtually from 238 Kahoma Village Loop, Lahaina, HI 96761.

ROLL CALL

PRESENT: Beitz, Doherty, Ishibashi, Mitchell (remote), Teeter, Fidrych
ABSENT: Abraham (excused absence)
STAFF: Recreation and Community Services Director Natasha Bissell, Public Works Director Todd Capurso, Recording Secretary Rebekah Rodriguez

APPROVAL OF MINUTES:

MSC: Doherty/Teeter to approve the minutes of the regular meeting of the Parks and Recreation Commission of November 3, 2021.

AYES: Beitz, Doherty, Ishibashi, Teeter, Fidrych

ABSTAIN: Mitchell

NOES: None

Presentations:

NONE.

Oral Requests:

NONE.

New Business:

PRC Appointment – 4-year terms – Natasha Bissell, Recreation and Community Services Director, started off by congratulating Commissioners Doherty and Commissioner Beitz for their re-appointments by council on January 18 and will be on for another 4-years. The following appointments end in December 2022: Commissioner Abraham and Commissioner Teeter.

Election of Chair – Commissioner Teeter nominated Chair Fidrych, Beitz also agreed. Ishibashi also agreed. Chair Fidrych accepted the nominee.

MSC: Teeter/ Beitz to approve nominating Commissioner Fidrych to Chair the Parks and Recreation Commission for another year.

AYES: Beitz, Doherty, Ishibashi, Mitchell, Teeter, Fidrych

ABSTAIN: None

NOES: None

Election of Vice Chair – Chair Fidrych moved into the nomination for Vice Chair. Asked if anyone would like to step forward or be reappointed. Commissioner Doherty nominated Ishibashi or Teeter. Chair Fidrych nominated Commissioner Teeter.

MSC: Ishibashi/ Fidrych to approve nominating Commissioner Teeter to Vice Chair the Parks and Recreation Commission for this calendar year.

AYES: Beitz, Doherty, Ishibashi, Mitchell, Teeter, Fidrych

ABSTAIN: None

NOES: None

Committee Assignments – Chair Fidrych went on to discuss the three committees: Parks and Creek Trail; Trees; and Special Events. Chair Fidrych nominated Commissioner Teeter as the Chair for the Parks and Creek Trail. Commissioner Doherty and Commissioner Ishibashi nominated to join this committee. The next committee of Trees, Chair Fidrych voted to be the Chair and Commissioner Beitz voted to join as well. The last Committee, Special Events, Chair Mitchell and Commissioner Abraham to be on this committee. Natasha did a recap for clarification.

Commission Work Plan and Goals – Natasha started this discussion by sharing last year’s goals to the commissioners. Chair Fidrych asked Todd if the Campbell Park would be completed by this year and his response was yes it would be completed before the end of the (calendar) year. There will be more discussion of this item later. Commissioner Beitz mentioned that there should be discussion of the parking lot at John D. Morgan Park since it is a very busy place. Todd mentioned that the Parkland Dedication Fund is a good potential funding source, and that expansion is possible. Additionally, the Parks and Recreation Commission would review the proposed capital improvement projects in April and then discuss priorities at that time. Commissioner Ishibashi would like a progress report on the John D. Morgan project since the completion of it. Next, the Goals section was discussed. It was asked if there are large expenditures like the track resurfacing project and it will be a significant project. Todd will discuss this item further. Chair Fidrych asked about the review of the pool for improvements but there is a funding issue so without any funds, it would be challenging to do anything. Add updates on the plans and discussion to bridge the gap to build the funds. This item will come back next meeting to finalize the workplan.

Changes and Modifications to Picnic Reservation Policy – Natasha started her presentation by bring forward proposed modifications to the Picnic Reservation Policy. This policy provides a means by which community members can reserve a picnic space specifically for their use and John D Morgan Park has both reservable spaces as well as first-come first-serve spaces. There has been an increase in the misuse of these spaces. It has been noted on several occasions that people have utilized these spaces for over a hundred people to gather which exceeds the designated capacity of the area. Staff has been in contact with the neighbors adjacent to the Rincon Avenue side of the park and have documented large events in this area. Back in 2019, there was a Park Ambassador pilot program was established to help park users understand the appropriate usage of the area. During this pilot there were some improvements in the reduction of large groups, but it was not resolved completely. Due to the onset of COVID-19 in March of 2020, this program was not reinstated for the following picnic season. There has been continued misuse of these areas as seen with large gatherings, amplified music, bounce houses, BBQs, and table and chairs being brought to the area around the playground. The reason for bringing this item this evening is to propose converting the picnic spaces directly around the Rincon Avenue playground to be reservable and to restrict the occupancy levels in these areas via the registration system. Staff has provided proposed fee changes associated with picnic rentals and there has been some adjustments to the occupancy at the picnic sites so that they align with the tables available and the amount of open space near the picnic site. Staff has been working with the Police Department and

are requesting a Public Safety Assistant to be hired since this position would be responsible for onsite enforcement of Parks Rules and Regulations. It is anticipated that the changes to the fee schedule and the additional picnic sites for rental would result in an increase of \$15,000 in revenue above mid-year projections by the end of fiscal year 22. There is a request for a budget adjustment for a one-time expense to purchase new signs as well as funding for the Public Safety Assistant for the remainder of the current fiscal year. Staff is also proposing that bounce houses are not allowed in picnic areas five through nine since these sites are close together and not enough space to accommodate them in this area. Bounce houses require generators and having too many in the area would be very disruptive to the neighbors and other park users.

Commissioner Ishibashi asked what the maximum occupancy at the ballpark and Natasha responded that 100, but more come in on top of 100 but 80-90 would be perfect in that area but that's the same amount for the first come first-serve area. It was also asked how many picnic areas are in the area and there are 4/5 in that area they sectioned off and, in the report, there is a map associated with it. One table equals 10 people, and they are relatively small.

Chair Fidrych asked if the issue is a safety issue or insurance issue for those not doing it correctly and Natasha responded that it was all those issues. It was also asked if the vendors know to ask if reservation for the bounce houses where they are to be put but it's hard to tell.

Commissioner Beitz commented that he noticed a vendor not being a professional enterprise and also mentioned that the parking lots are crowded. Natasha commented that in her experience, vendors do not look professional.

Chair Fidrych also asked if there have been disputes over the table reservations who don't have the reservation but there are picnic signs posted when the area is reserved no incidents have happened in recent years.

Commissioner Ishibashi asked if there were other parks that have picnic areas and Edith Morely is one of those parks, but no BBQs are allowed at that park.

Public comment: Neighbor came forward and was very happy this item was brought to the Commission. He sees that there are always kids which is nice to see but the only problem is that there is a lot of trash, loud music and occasionally these groups leave late.

MSC: Ishibashi/ Doherty to accept changes and modification to picnic reservation policy and approve changes of bounce houses in the red line.

AYES: Beitz, Doherty, Ishibashi, Mitchell, Teeter, Fidrych

ABSTAIN: None

NOES: None

John D. Morgan Park Dedication and Opening – Todd started the discussion with an update on this item. This project was completed at the end of November 2021, and it is open to the public but still under the care of the contractor. It has been a success to see so many people visit the park. There is a concern about the parking lot, but it will be discussed later. Also noted the Dedication event in December.

Campbell Park Renovation Project Status – Todd proceeded to discuss the Campbell Park Project. This project was put on a bit of a hold since funds for the John D Morgan Park needed to be completed. The Campbell Park went out to bid and bids came in higher than estimated. The Engineer's Estimate was \$1.6 million, and the lowest bid came in at \$2.3 million. This item went back to Council with recommendations for reducing the scope and cost estimate. Council suggested not to rebid this project and added the funding to the project. Goodland Construction will be the contractor and construction will begin in March and is scheduled to be completed by October.

Chair Fidrych asked if it was guaranteed that it would be more than \$1.2 million due to cost of materials. Todd said that there is a bid at hand, and they must stick to that amount. Whenever you have a project that has old materials, you run into the problem of changing things out. The contractor cannot change what they bid already so they are happy to move forward with this project. Commissioner Teeter asked if the contractor will get the materials due to the prices and Todd responded that yes, they will get the materials needed for this project and if any substitutions are needed, there will be a conversation about that.

Commissioner Ishibashi asked where the extra \$600,000 come from and the response was from the Park Dedication Fund.

Community Center Track Resurfacing – This project is a grant funded project from the County CDBG program. There is a funding agreement with CDBG at the moment to replace the entire surface of the track, including repairing the underlying asphalt. There will be a new surface which will be better for users and will be a better product for maintenance. This project needs to be completed by June 30, 2023. It will be closed for the months of March and April.

Commissioners all mentioned that it is a very used track from the community. Todd mentioned it is a priority and engineers and maintenance staff have come together to get this project going and get it done within the required schedule.

Chair Fidrych asked that once it is completed what the life span of the track would be, and Todd responded that it is an asphalt track with a rubberized layer on top and it has about a 10-12 years of life span and currently it is at 15 years. Maintenance should be given to the track in the next 5-7 years. It will be communicated when the track will be closed and the work that will be performed on it.

Committee Reports:

Parks and Creek Trail: Chair Teeter has been out at the Campbell trail and always sees a lot of people. Saw the trees that will be going in at the park. Stojanovich Park is a very busy park. Chair Doherty has been at John D. Morgan and Jack Fischer, and both look good and gave thanks to the parks crew.

Commissioner Ishibashi mentioned that he has seen many people at the park - at John D. Morgan Rincon side - and how nice it is to see people picnicking. Chair Fidrych commented about the homeless encampment issue at Campbell Park near the Los Gatos side and asked if it is becoming an issue. Todd responded that it is a significant issue, there have been many changes in the County and made it difficult to clean up because of the pandemic. This is not just a problem in Campbell but in other cities as well.

Trees: Chair Ishibashi had nothing to report.

Special Events: Chair Abraham was not present. Chair Beitz also mentioned that there were no events.

Staff Reports:

A. Parks – Acting Parks Supervisor Bob Siudzinski

- There was an informal Martin Luther King Day celebration at Edith Morley Park, where volunteers sanded and cleaned up the wooden picnic tables. They stained them and they look beautiful. They will complete this project on Presidents Day
- There was a delivery of 20 yards of organic soil to the Community Garden for the gardeners to prepare for spring planting.
- Three lead workers attended the Rainbird Irrigation Academy training at the Community Center for a weeklong course on hydro dynamic calculations, pressure loss, electrical wiring, etc. and was a positive training.
- There was a 6” main line break at JDM which required a vendor to do a professional repair.
- New trees at Campbell Park are doing well, and they are being watered manually.
- Another volunteer project was the fencing around the perk pond at Edith Morely Park was failing and they rebuilt it.
- April 29, the Arbor Day Celebration will be at Campbell Park with the Friends of Children with Special Needs and City staff will plant trees that are missing there.
- A new Maintenance Worker II has been hired and comes from the contractor side of the industry and has public experience and staff is excited to have him start working. Interviews for Maintenance Worker I will be scheduled soon.
- Homeless issues are taken seriously, and staff tries to clean up as soon as they become aware to the public.

Chair Fidrych asked about the openings is that due to layoffs or staff just leaving. Bob responded that staff is both retiring and leaving.

Commissioner Bietz commented about the green grass at John D. Morgan, and it looks nice.

Commissioner Ishibashi thanked Bob and to tell staff that they do a great job.

Todd invited Alex Mordwinow to the podium since he will be retiring from the City after 9 years. Todd opened the mic for Alex to say a few words to the Commission. He mentioned working for the public for 35 years. The projects he has worked on in the City made him feel good and the wonderful staff he has worked with. He has hired staff and is happy to see them grow within the organization. He mentioned how Parks is a great place to work in. He has enjoyed working with the commissioners on certain projects. He will be traveling in his motor home with his wife and enjoying retirement. The commissioners thanked him for his passion and all he has done for the City.

Todd also introduced Ron Taormina as the new Acting Superintendent of Public Works. Ron has been working on many projects like the bridge repair at Campbell Park, construction of the pathway at the park and will be heading the track resurfacing project. Ron said a few words to the commissioners. He came from the private sector, and he wanted to make a change in his life and the opportunity came up to come to the city and it has been a great opportunity. The Admin Bldg. staff feels like a family to him. He has been involved in many projects at the community center and works with other departments throughout the City. He is looking forward to the challenge of

acting as superintendent. He thanked Todd and Alex for their mentoring and for having faith in him to get the job done.

B. Recreation & Community Services –Recreation and Community Services Director Natasha Bissell

- Senior Nutrition is now hybrid in that participants can sit down and eat inside or take the meal to go. They are currently serving 75-80 meals/day. They have also recently increased the Asian Caterer, Moon Chef to three days a week and the participants are enjoying it.
- The Adult Center continues to offer a variety of fitness classes to the 50+ community. Several art classes have also returned. Staff is looking to offer trips in the Fall and resume some special events.
- AARP will again be hosting free tax services for those in need in our community. Appointments can be made in person on Tuesday from 1 pm to 4 pm or on Fridays from 9 am to 12 pm in Room C35. Appointments can be made February 1st through April 15th.
- Community Center rentals for rooms and gyms continue to grow and events are moving forward.
- The Campbell Historical Museum and the Ainsley House are both currently closed. The Ainsley House will reopen on March 4th.
- The Campbell Historical Museum is in the process of moving the entire collection out of the back storage area into the collection space so that the flooring can be abated for asbestos and then replaced. Once completed staff will move the collection back. This is a timely process and items from the collection must be moved and tracked during the process.
- The Campbell Museums Juried Art Show themed “Reflection” is currently accepting art submissions through March 31st. If you or someone you know would like to submit you can find more information at www.campbellmuseums.com. If any of the commissioners are interested in being a judge for the artwork, please contact Natasha. Age groups are from 6-17 and 18+.
- The Heritage Theatre will be hosting the final season show on Friday, February 25 at 8pm. The show is Marshall Charloff & The Purple Experience. Tickets are \$49, masks are required along with proof of vaccination or negative COVID test.
- The 45th Annual Valentine Fun Run has been postponed. This event was supposed to be in person but considering the recent surge of COVID cases, it was decided to push the event out to a later date. More information to come.
- Summer registration is just around the corner. The preview will be available online March 8. Registration for Campbell Residents will begin on Tuesday, March 15 and open to the general public on Wednesday, March 16.
- Staff is programming for a more “normal” summer. Day Camp is working on bringing back field trips and special events. Recreation swim will return for the general public Monday through Friday from 2:15 pm to 3:15 pm.
- Summer Concerts will return this summer for a short series prior to the library construction commencing.
- The Recreation Department is also recruiting for building attendants, lifeguards, swim coaches and day camp leaders. Anyone over the age of 16 are welcome to apply. Information for all these jobs can be found at www.campbellca.gov/jobs.
- Lastly, there will be a recruitment for the Recreation Manager after two years so that position is likely to open in the coming weeks and hopefully to have someone start in April.

Chair Fidrych was excited to hear about the summer concerts returning. Commissioner Ishibashi asked if the summer camps will be normal, and Natasha said they will do their best.

Good of the Game

Commissioner Doherty was glad to see everyone in person and Commissioner Beitz also agreed

Meeting adjourned at 8:27 pm. The next regular meeting is scheduled for March 2, 2022.

Respectfully submitted:

Rebekah Rodriguez

Rebekah Rodriguez, Recording Secretary