

**Council Date: September 1, 2009****SUBJECT: Revision of San Miguel Sports Field Master Plan to Accommodate New Classrooms and Related Facilities****BACKGROUND**

The June 25, 1991, Open Space Agreement between the City and the Sunnyvale School District superseded over twenty years of similar agreements in which the City maintains the school open space property; and, in exchange, the District allows the City to provide public recreational use of the sports fields during non-school hours. In addition, Sunnyvale School District agrees not to dispose of the property without first offering the City the opportunity to purchase it at less than market value. This recreational use of public school properties is enabled by Education Code Section 10910 which provides, in part, that the District may grant use of their properties to other public agencies (including the City) for community recreation whenever such use will not interfere with the use of such facilities for the public school system. The San Miguel open space is included in the Agreement and regularly reserved by local youth soccer leagues for games and practices throughout the year. There is also a walking track that is popular with users surrounding the field. Neighbors and the public utilize the field for exercise throughout the year.

The current Agreement notes that whenever a substantial improvement or change in land use that is not included in the existing Master Plan is requested, the Master Plan for that site must be revised by the City and approved by both governing boards (School Board and City Council) before it is placed into effect. The installation and maintenance of any improvements agreed to by both parties shall be paid for by the party proposing it or by both parties if jointly proposed. If the Sunnyvale City Council does not agree to a proposed change in a Master Plan, the District may pursue to: withdraw the site from the current Agreement, cancel the current Agreement, or other actions.

In April 2009, the District brought to the City's attention that enrollment had dramatically increased and that to better serve students, they needed to complete facility modernization and an expansion project at San Miguel School. The City received notice about the planned development on April 21, 2009; however, the exact amount of turf that would be lost in the projects was not formalized until May 29, 2009. Specifically, the impact of the proposed project on the open space maintained by the City is as follows. The current master plan calls for the City to maintain 164,821 sq ft (3.78 acres) of landscaped turf, while the proposed master plan results in a total of 128,922 sq ft (2.96 acres). The proposed change would reduce the turf area by 35,899 sq ft (0.82 acres) to approximately 78% of the

current plan. The popular walking track that encircles the sports field will remain, but will be 180 linear feet (60 yards) shorter in total length than at present. The plan calls for no reduction in the total number of reservable/permitted ball fields. The work is scheduled to begin in October/November and may require seven months to complete. The Proposed Master Plans reflect the proposed new boundary for maintenance by both the City and District. The improvements for school facilities and asphalt will be maintained by the District.

The Sunnyvale School District Board of Education reviewed and approved this project on February 12, 2009.

### **EXISTING POLICY**

#### **From the Open Space and Recreation Sub-Element:**

##### **2.2A. Open Space**

The City strives to provide and maintain adequate and balanced open space and recreation facilities for the benefit of maintaining a healthy community based on community needs and the ability of the city to finance, construct, maintain, and operate these facilities now and in the future. It is the City's policy, therefore, to:

- 2.2.A.8. Support the acquisition or joint use through agreements with partners of suitable sites to enhance Sunnyvale's open spaces and recreation facilities based on community need and through such strategies as development of easements and right-of-ways for open space use, conversion of sites to open space from developed use of land, and land banking.

##### **2.2.C. Regional Approach**

The City embraces a regional approach to providing and preserving open space and providing open space and recreational services, facilities and amenities for the broader community. It is the City's policy, therefore, to:

- 2.2.C.3. Encourage School Districts to make available school sites in and around Sunnyvale for community open space and recreation programs.

##### **2.2.D. Prioritization**

The City strives to ensure equal opportunities for participation and to provide for a range of structured and unstructured uses, and a variety of general and special interest uses in parks and facilities. The City also provides a wide range of program choices, open space, amenities and facility offerings to meet the recreational needs of a diverse and changing population, including identified subgroups and special populations. Policies related to acquiring and/or developing open space facilities and amenities are also included here. Competing interests and finite resources, however, require the City to set some priorities. All other things being equal, it is the City's policy, therefore, to:

- 2.2.D.4. Give priority to services, facilities and amenities in which the community demonstrates interest.
- 2.2.D.5. Give priority to services, facilities and amenities that benefit a greater number of residents.
- 2.2.D.7. Give priority to services, facilities and amenities that can be used by multiple users or serve multiple purposes.
- 2.2.D.12. Give priority to acquiring/developing open space and recreational amenities and programs where the needs are greatest and/or which will meet the greatest needs.

Additional Policy:

Maintenance and Use Agreement between the City of Sunnyvale and the Sunnyvale School District dated June 25, 1991.

**DISCUSSION**

The Sunnyvale School District has experienced a significant enrollment increase at San Miguel Elementary School resulting in the need to serve increasing numbers of students in the neighborhood. In past years, the District installed temporary, portable classrooms at several school sites, including San Miguel Elementary School. In addition to concerns about increasing enrollments, the portable classrooms have aged and are now in need of replacement. The District has funding available to replace the classrooms with permanent buildings that will be a great improvement for the students of San Miguel Elementary. The permanent classrooms require more space and additional support facilities such as restrooms and storage rooms that are also included in the projects.

The improvement will maintain the same number of sports fields available for recreational or permitted use; however, the .82 acre reduction in the size of the turf may result in younger age groups being those predominately scheduled at the site. This is due to older groups requiring larger fields and sideline areas which may not be possible with the reduction of turf. In addition, the popular walking track that circles the periphery of the turf will be shortened by approximately 180 linear feet (60 yards) due to the project. The decrease of total turf area available for recreational drop-in activities would be impacted during permitted use by organized groups. Some of these concerns may be alleviated by the addition of the new asphalt play areas; though, these areas are not maintained by the City or included within the current open space agreement. Future access to the playgrounds is not guaranteed.

Of the five neighbors that attended the public meetings, three expressed general concerns regarding the new length and continued access to the walking track. The walking track is popular with many neighbors who routinely walk/jog for their

regular daily exercise. The San Miguel track allows many of the older residents an opportunity to walk without worrying about being struck by a bicycle or automobile. During the construction phase, residents voiced concern about having to walk to Columbia Park (.6 miles) and cross Fair Oaks Blvd. to use the nearest walking track. (See Attachment C: Summary of Neighbor Input for San Miguel School Project).

### **FISCAL IMPACT**

There is minimal or no fiscal impact to the City's Capital or Operations Budget whether Council approves or does not approve the revised Master Plan for the San Miguel Sports Field. Since staff uses a sixteen-foot wide mower, the reduction of turf would decrease mowing time less than 10 to 15 minutes per week while other costs (general grounds, pathway care, debris removal, tree care, irrigation repair, etc.) would remain significantly as they are at present. Therefore, no reduction to operating costs is anticipated with the small reduction in turf if the Proposed Master Plan is approved.

If approved, the classroom and facility construction and on-going maintenance or repair/replacement of these new structures would be provided by the District.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk, Senior Center, Community Center, and on the City's Web site.

Public meetings for the San Miguel project were conducted by Parks Division staffs at the Fair Oaks Park multi-purpose building on Thursday June 11, 2009, from 11 p.m. to 1 p.m., 7 p.m. to 8 p.m., and Saturday, June 13, 2009, from 7 p.m. to 8 p.m. Notification of these meetings was provided through posting of informational fliers at San Miguel Elementary and Fair Oaks Park, mail delivery to neighbors that live within 500 feet of the park, and several neighborhood associations that have traditionally used the site or live within the area. Those that attended any of the meetings and provided contact information received additional notification of scheduled Parks and Recreation Commission and City Council meetings on this subject.

The Sunnyvale School District obtained citizen input on this project via participation in the design process by the District's Measure "P" Bond Oversight Committee, the San Miguel School Site Council, the San Miguel Parent ELAC Committee, the San Miguel Parent Teacher Organization and the San Miguel Neighborhood Association. The District has stated that all the citizen/neighborhood input into the design process for the project as informative and supportive and that there was no opposition to the design or changes.

The Parks and Recreation Commission conducted a public hearing on this item at their meeting on August 12, 2009.

**ALTERNATIVES**

1. Approval of the Proposed Master Plan for San Miguel Elementary School open space to include the new classrooms per Attachment A.
2. Rejection of the Proposed Master Plan for San Miguel Elementary School open space to include the new classrooms per Attachment A.
3. Other direction as Council deems appropriate.

**RECOMMENDATION**

Staff recommends Alternative No. 1: Approval of the Proposed Master Plan for San Miguel Elementary School sports field to include the new classrooms per Attachment A.

The proposed project will have minimal impact to the public recreational use of the sports field according to the Superintendent of the Sunnyvale School District; San Miguel Elementary school is in need of more and improved classroom facilities. New classrooms, support facilities and play areas will go far toward meeting the needs of school children in Sunnyvale for many years to come.

The Parks and Recreation Commission reviewed this report at its meeting on August 12, 2009, and voted 4-0 to recommend that City Council approve the Proposed Master Plan for San Miguel sports fields to include the new classrooms and related facilities as shown in Attachment A. (See Attachment D: Excerpt from Draft Minutes of August 12, 2009, Commission meeting.)

Reviewed by:

David A. Lewis, Director, Department of Community Services  
Prepared by: Scott Russell, Parks Supervisor and  
Michael Abney, Parks Division Analyst

Approved by:

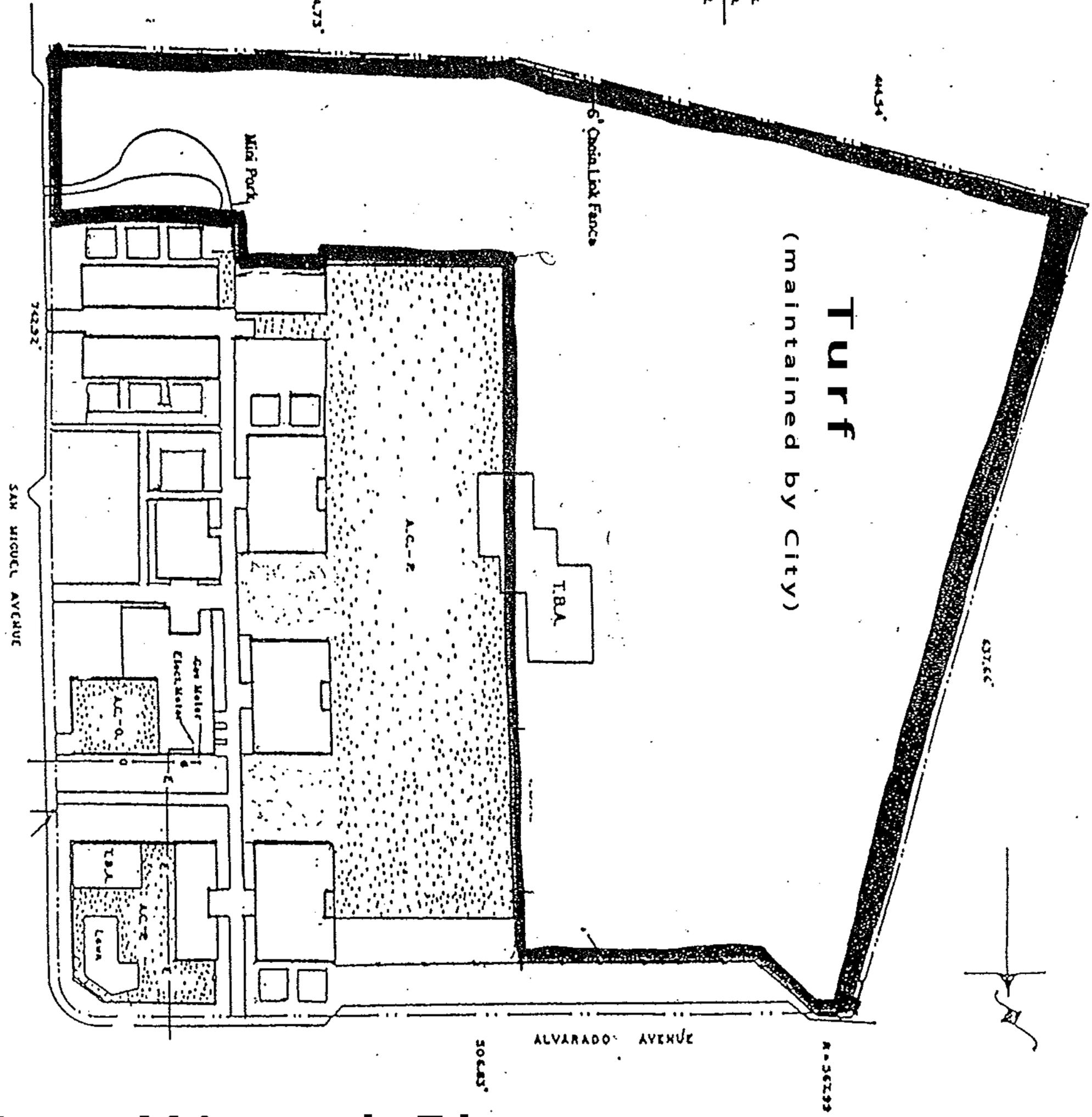
Gary M. Luebbers  
City Manager

**Attachments**

- A. Current Master Plan and Proposed Master Plan of San Miguel School Site
- B. Letter from Sunnyvale School District dated April 21, 2009
- C. Summary of Neighbor Input for San Miguel School Project
- D. Excerpt from Draft Minutes of August 12, 2009, Commission meeting

AC-F = 64,663 sq.ft.  
AC-O = 2,863 sq.ft.  
Total AC = 67,526 sq.ft.

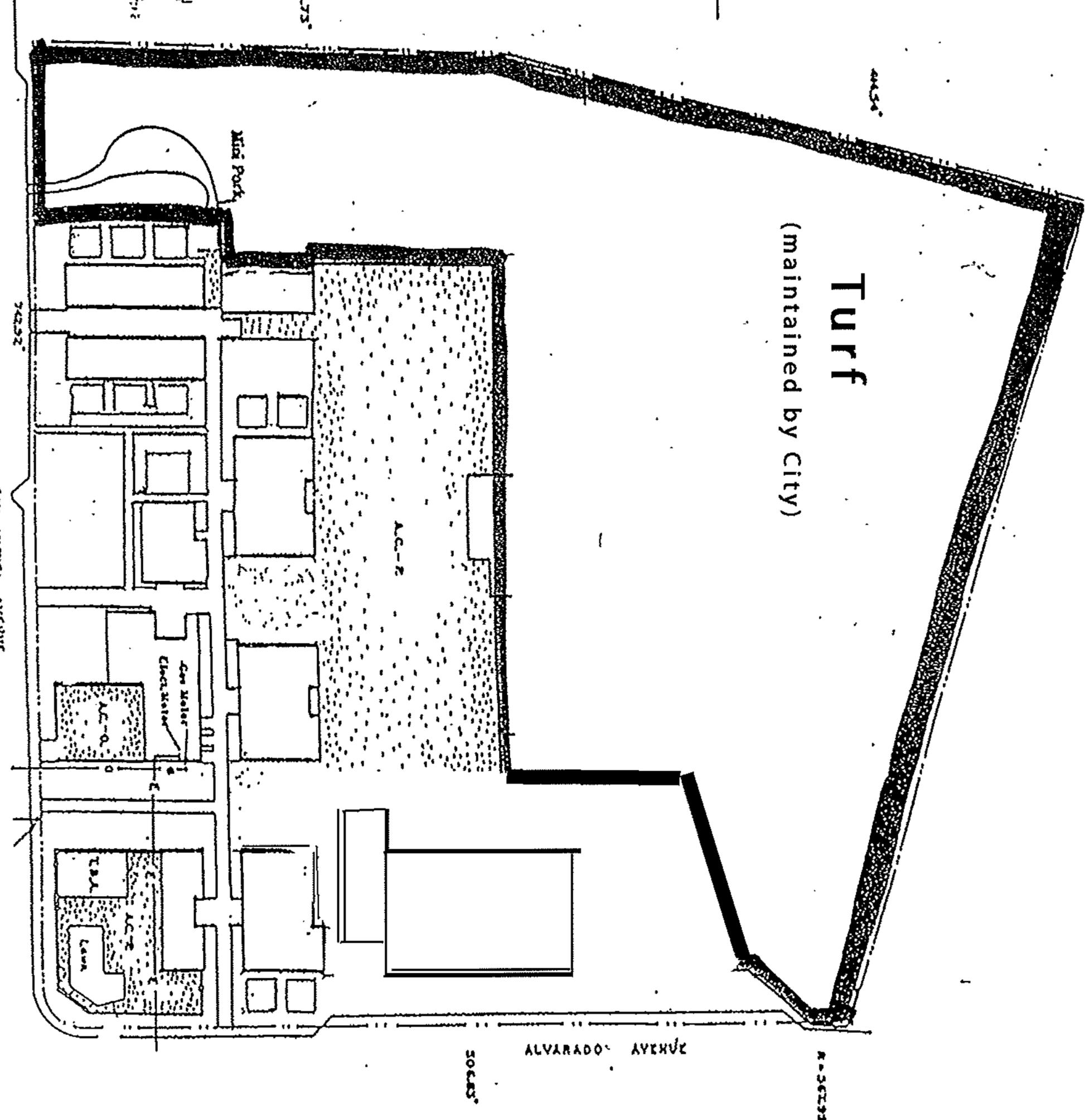
SCALE 1" = 100'



# San Miguel Elementary Current Master Plan

AC-2 = 64,663 sq ft  
AC-Q = 2,863 sq ft  
TOTAL AC = 67,526 sq ft

SCALE 1" = 100'



# San Miguel Elementary Proposed Master Plan



# Sunnyvale School District

819 West Iowa Avenue, Sunnyvale, California 94088-3217

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• FAX: (408) 522-833

Benjamin H. Picard, Ed.D., Superintendent

April 21, 2009

City of Sunnyvale  
Department of Parks and Recreation  
221 Commercial Street  
P.O. Box 3707  
Sunnyvale, CA 94088

Attention: Curtis Black, Superintendent of Parks

Reference: Revision of Exhibit "J" for the Lease Agreement dated June 25, 1991

*VIA EMAIL AND U.S. MAIL*

Dear Mr. Black:

This letter will serve to notify you that the Sunnyvale School District Board of Education approved a construction project at its February 12, 2009 Board meeting for the San Miguel Elementary School site located at 777 San Miguel Avenue in Sunnyvale and as such we will need to revise Exhibit "J" of our Open Space Agreement dated June 25, 1991 for the said school to reflect the proposed changes to the joint use area. This project is part of the Sunnyvale School District's Measure "P" Master Plan & Facility Standards is intended to replace undersized facilities and to add classrooms due to increasing enrollment we are experiencing at San Miguel Elementary School.

I have attached to this letter a copy of the site plans for San Miguel Elementary School showing the before construction footprint and the after construction footprint to the joint use area.

I want to thank you for your support of Sunnyvale School District.

Sincerely,

Rob Williams  
Chief Operations Officer

cc: Dr. Benjamin Picard, Superintendent

**Board of Education**

Jeffrey Arnett • Wendy Bockholt • Phyllis Fowler • Anita Herrmann • Nancy Newkirk

## **ATTACHMENT C**

### **Summary of Neighbor Input for San Miguel School Project**

Following is a summary of resident input provided during three meetings held during June 2009 for the proposed project at San Miguel Elementary School. These meetings were announced via a mailing that was sent to all residents within a five hundred foot radius of the schools, contact with local neighborhood associations, and flyers at school and park sites. This is not a verbatim accounting of all statements provided at all meetings; rather, this summary provides a listing of comments that were shared by several persons and comments indicating some consensus on the topics. The questions/concerns raised are as follows:

#### San Miguel Elementary School:

How will the project affect access to open space and fields during construction?

Will the walking/jogging track remain open and how will it be affected?

Will the hours of public use be changed (or enforced) due to this project?

Will these buildings be permanent or portable?



**EXCERPT FROM DRAFT MINUTES  
SUNNYVALE PARKS AND RECREATION COMMISSION  
AUGUST 12, 2009**

The Sunnyvale Parks and Recreation Commission met in regular session in City Hall Council Chambers, at 456 W. Olive Avenue, Sunnyvale, CA 94086 at 7 p.m. with Vice Chair Oliver presiding.

**CALL TO ORDER/SALUTE TO THE FLAG**

Vice Chair Oliver called the meeting to order at 7 p.m.

**ROLL CALL**

**Commissioners Present:** Vice Chair Richard Oliver  
Commissioner Howard Chuck  
Commissioner Robert Harms  
Commissioner Robert Pochowski

**Commissioners Absent:** Chair Jim Colvin (excused)

**Staff Present:** Director of Community Services David Lewis  
Assistant to the Director Cathy Merrill  
Parks Supervisor Scott Russell  
Administrative Analyst Mike Abney

**Guests Present:** Rob Williams, Director of Facility Modernization and Construction,  
Sunnyvale School District

**PUBLIC HEARINGS/GENERAL BUSINESS**

2. Draft RTC – Revision of San Miguel Sports Field Master Plan to Accommodate New Classrooms and Related Facilities (Council Action 9/1/09)

Parks Supervisor Scott Russell presented the staff report. He noted that the Sunnyvale School District (SSD) notified the City that enrollment has increased and to better serve students, they need to complete facility modernization and an expansion project at San Miguel School. The proposed changes would impact the size of the sports field. The SSD Board of Education approved this project on February 12, 2009.

Supervisor Russell introduced Rob Williams, Director of Facility Modernization and Construction, SSD. He also introduced staff Administrative Analyst Mike Abney who assisted in developing the report.

Commissioners asked questions about the change from grass to asphalt and size of the asphalt area, public concerns regarding the track, future school expansions and revisions to agreements, and impact on existing sport leagues.

Vice Chair Oliver opened the public hearing and there being no public testimonies, closed the public hearing.

**MOTION: Commissioner Harms moved and Commissioner Chuck seconded to recommend that Council accept staff's recommendation, Alternative No. 1: Approve the Proposed Master Plan for San Miguel Elementary School open space to include the new classrooms per Attachment A.**

**VOTE: Motion passed 4-0. (Commissioner Colvin was absent.)**