

CITY OF SUNNYVALE
Department of Community Services
May 18, 2011

TO: Parks and Recreation Commission
Arts Commission

FROM: Cathy E. Merrill, Assistant to the Director
Department of Community Services

SUBJECT: May 25, 2011, Special Joint Parks and Recreation and Arts Commissions' Meeting

Please note this meeting location has been changed to the West Conference Room, City Hall!

The May 25, 2011, Commission meeting will begin as a 6 p.m. joint study session with both the Arts and the Parks and Recreation Commissions on the Recommended FY 2011/2012 Budget and Resource Allocation Plan with a focus on the department's operating programs. The joint meeting which immediately follows the study session will seek the Commissions' recommendations related to the FY 2011/2012 budget for the services under each of the Commission's jurisdiction. For the Parks and Recreation Commission, this will also include a recommendation on the budget supplement, "Expand Care Management Program at Senior Center." There are no proposed budget supplements under the jurisdiction of the Arts Commission.

I have included in your meeting packet a document titled "Annual Budget Review by Boards and Commissions" which provides an overview of the Commissions' role in the annual budget process. The public hearing on the proposed budget is scheduled on June 14, 2011, during the regular Council meeting. A representative from each Commission should plan to attend the public hearing to present the Commission's recommendation.

Please be aware that the former Department of Community Services and Department of Public Works are still in the process of reorganizing and new cost savings strategies in both departments are expected to continue throughout the year. These strategies would be implemented at the operational level and not involve policy or service level changes.

After the vote on the Recommended FY 2011/2012 Budget and Resource Allocation Plan, the Arts Commission will adjourn, and the Parks and Recreation Commission meeting will continue.

The third agenda item reviews the "Cupertino Middle School Open Space Master Plan Revision." This report presents the Cupertino Union School District's desire to add four to six new portable classrooms on the site, thereby reducing the amount of athletic field space by a quarter acre.

The fourth agenda item is the "Morse Avenue Park Conceptual Design" for the new park to be located on Morse Avenue, north of Hwy 101 near Weddell Avenue. You may recall that the City sponsored a number of neighborhood meetings near the park, first to solicit input from near neighbors on what they would like to see and do in the new park, and later another series of meetings were held to narrow down a theme and conceptual plan. Once the conceptual design is approved, staff will work with the consultants to design the final detailed plan and specifications. More detail on the next steps is covered in the attached report to Council, "Update #6 Regarding Morse Avenue Park Site Development (Information Only).

I am looking forward to seeing you all on Wednesday, May 25, 2011, at 6 p.m. for the joint study session and 7 p.m. for the joint meeting at the West Conference Room. At the start of that meeting, we will also have a short reception for out-going Arts Commissioner Tara Martin-Millius and Parks and Recreation Commissioner Jim Colvin. (Unfortunately, Mr. Colvin has indicated he will not be available to attend this special Commission meeting.)

It is also with a fond farewell that I too will be leaving my role as liaison to both the Parks and Recreation and the Arts Commission. As the former Department of Community Services is moving into two newly formed departments – Recreation Division to the ‘new’ Department of Library and Community Services, and the Park Division to a reorganized Department of Public Works, the Community Services Administration office is to be dismantled and split between those two departments. I will be on a temporary assignment to provide support to the Department of Public Works.

Effective July 1, 2011, the staff liaison to both the Arts and the Parks and Recreation Commissions will be Nancy Bolgard Steward, Superintendent of Community Services/Recreation. She will be supported by Karen Smith, Administrative Aide, and assisted by Parks Superintendent Scott Morton. I am confident the Commissions who are most passionate about the City’s Arts and Parks and Recreation programs and services will be left in very good hands!

I look forward to seeing you on May 25, 2011, at 6 p.m. in the West Conference Room.

Please feel free to contact me at (408) 730-7531, or email cmerrill@ci.sunnyvale.ca.us if you have any questions.

CEM

cc: Lisa Rosenblum, Director of Library and Community Services
Nancy Bolgard Steward, Superintendent of Community Services/Recreation
Scott Morton, Superintendent of Parks



DEPARTMENT OF LIBRARY AND COMMUNITY SERVICES
COMMUNITY SERVICES DIVISION

ARTS COMMISSION
PARKS & RECREATION COMMISSION

CUSTOMER SATISFACTION SURVEY

FY 2010/2011

Please indicate your level of satisfaction in the following areas:

	5 Very Satisfied	4	3 Satisfied	2	1 Very Dissatisfied
Packets					
• Timeliness of packets	_____	_____	_____	_____	_____
• Complete information in packet	_____	_____	_____	_____	_____
• Organization of packet material	_____	_____	_____	_____	_____
Informative Materials					
• Written report presentation	_____	_____	_____	_____	_____
• Verbal report presentation	_____	_____	_____	_____	_____
• Level of detail provided	_____	_____	_____	_____	_____
• Addresses possible ramifications	_____	_____	_____	_____	_____
Parks & Recreation Staff					
• Courtesy	_____	_____	_____	_____	_____
• Accessibility	_____	_____	_____	_____	_____
• Approachability	_____	_____	_____	_____	_____
• Responsiveness	_____	_____	_____	_____	_____
• Guidance and support	_____	_____	_____	_____	_____
• Organization	_____	_____	_____	_____	_____
• Scheduling and content of meetings	_____	_____	_____	_____	_____
• Conduct/role in meetings	_____	_____	_____	_____	_____
• Overall Professionalism	_____	_____	_____	_____	_____

• Overall satisfaction with staff support to the Commission:

5 Very Satisfied	4	3 Satisfied	2	1 Very Dissatisfied
_____	_____	_____	_____	_____

Your comments and suggestions for improvement are welcome.

**Council Meeting: May 24, 2011****SUBJECT: Update #6 Regarding Morse Avenue Park Site Development
(Information Only)**

Since the last update to the City Council on the Morse Avenue Park site development was presented on February 8, 2011, the environmental remediation planning and oversight work has been underway by Erler & Kalinowski, Inc. (EKI) in conjunction with the recently appointed State regulatory agency, the California Department of Toxic Substances Control (DTSC). The February Update also noted that the total cost of the Morse Avenue Park project was expected to increase once the work with the State regulatory agency was underway.

With the assistance of EKI, staff has developed revised cost estimates which include: preliminary planning and California Environmental Quality Act (CEQA) compliance, removal of the existing buildings and site demolition, soil remediation, and new park construction. The revised estimate is \$9.75 million. The original budget was \$4.1 million. The additional costs compared to the original budget include \$164,000 for preliminary site testing and CEQA regulatory compliance, \$3.9 million for the soil remediation and related design, testing and consulting services, and an additional \$1.5 million for park construction and utilities upgrades. This estimate covers all known items to date. Staff does not anticipate any other large budgetary impacts.

While EKI continues its work on the soil remediation plan and awaits its final approval, the park design work has also moved forward. Public meetings were held in February to gather input on proposed conceptual designs and determine the design that is most favored.

Next Steps

The conceptual design for Morse Avenue Park is scheduled to be reviewed by the Parks and Recreation Commission on May 25 and considered by the City Council on June 7, 2011.

The revised cost estimate for this project will be included in the City's annual Capital Improvement Plan (CIP) budget and considered by the City Council on June 28, 2011. To date, approximately \$225,000 has been spent on the park project.

After the conceptual design for Morse Avenue Park and the park construction budget is approved by the City Council, an Environmental Initial Study and the Mitigated Negative Declaration required for CEQA certification will be issued for comment and brought to Council for certification. The building demolition and soils remediation work currently in design can begin after CEQA certification and should start late this summer and continue over the next year. Work on the detailed design and construction plans for the park will take place over the same time period. Once the DTSC confirms that the site is suitable for unrestricted use, the construction documents will be ready for bidding. Staff anticipates bidding for park construction will occur by January 2013. Park construction is expected to commence by April 2013 and last close to 14 months with a completion date in June 2014.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center 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, Department of Community Services Administration, and on the City's Website.

Copies of this report were also provided to the presidents of the nearby Neighborhood Associations, to local residents who have contacted the City in regard to the status of the Morse Avenue Park project, and to the "Friends of Parks and Recreation" e-mail list (a list of organizations and individuals who have expressed an interest in Parks and Recreation issues).

Reviewed by:

Robert A. Walker, Assistant City Manager
Prepared by: Cathy E. Merrill, Assistant to the Director

Approved by:

Gary M. Luebbers
City Manager