



**Regular Meeting Agenda**  
**Parks and Recreation Commission**

*Bill Haskell - Commissioner*  
*Craig van-Keulen - Commissioner*  
*LaRene Green - Commissioner*  
*Mary Seehafer - Commissioner*  
*Matt Wendt - Commissioner*  
*Richard Scott - Commissioner*  
*Ronald Locicero - Commissioner*

---

**Tuesday, October 17, 2017 7:00 PM**

**Council Chamber**  
**17555 Peak Avenue, Morgan Hill, CA 95037**

---

**CALL TO ORDER**

**ROLL CALL ATTENDANCE**

**DECLARATION OF POSTING OF AGENDA**

Per Government Code 54954.2

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

Members of the public are entitled to address the Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

**COMMUNITY SERVICES DIRECTOR REPORT**

**ADOPTION OF THE AGENDA**

## **BUSINESS:**

### **1. APPROVE THE SEPTEMBER 19, 2017 MEETING MINUTES**

Recommendation:

Approve Minutes.

### **2. AQUATICS PROGRAMS REPORT**

Recommendation:

Receive the report on Aquatics Programs provided by the Community Services Department

### **3. POTENTIAL ENHANCEMENTS TO JACKSON PARK**

Recommendation:

Receive report and provide input on potential Jackson Park enhancements.

### **4. SKATE/BMX PARK OPERATIONS UPDATE**

Recommendation:

Approve operational changes at the Skate/BMX Park

### **5. FRIENDLY INN FOLLOW-UP**

Recommendation:

Receive report on Friendly Inn and Boys and Girls Club transition status.

### **6. COMMISSION WORK PLAN UPDATES**

Recommendation:

Discuss and provide updates on Work Plan items.

## **ANNOUNCEMENTS**

## **FUTURE COMMISSION AGENDA ITEMS:**

## **ADJOURNMENT**

## NOTICE

*All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)*

## PUBLIC COMMENT

*Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Commission Chambers, and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Commission, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the Commission on any other item of interest to the public, you may do so by during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.*

*Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the Commission.*

*Persons interested in proposing an item for the Commission agenda should contact a member of the Commission who may plan an item on the agenda for a future Commission meeting. Should your comments require Commission action, your request may be placed on the next appropriate agenda. Commission discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.*

*City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.*

*The time within which judicial review must be sought of the action by the Commission, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.*

*For a copy of Commission Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email [michelle.wilson@morganhill.ca.gov](mailto:michelle.wilson@morganhill.ca.gov).*

## AMERICANS WITH DISABILITIES ACT (ADA)

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email [michelle.wilson@morganhill.ca.gov](mailto:michelle.wilson@morganhill.ca.gov). Requests must be made as early as possible and at least two-full business days before the start of the meeting.*



### *Sustainable Morgan Hill Vision*

*Morgan Hill is a socially responsible, environmentally conscious, and economically sound community that embraces inclusiveness with participation by all.*

### **CITY COUNCIL ONGOING PRIORITIES**

Enhancing Public Safety · Protecting the Environment · Maintaining Fiscal Responsibility ·  
Supporting Our Youth, Seniors, and Entire Community · Fostering a Positive Organizational Culture ·  
Preserving and Cultivating Public Trust · Preserving Our Cultural Heritage

### **2017 STRATEGIC PRIORITIES**

**High Speed Rail**

**Inclusiveness**

**Infrastructure**

**Regional Initiatives**

**Telecommunications**

## 2017 STRATEGIC PRIORITIES:



### High Speed Rail

The City of Morgan Hill will directly advocate for our community's needs through our communications, discussions, and decisions. We will continue to engage the community, the High Speed Rail Authority, our state and federal legislators, and other regional agencies to mitigate negative impacts and convey our position that the High Speed Rail Authority should only use the existing Highway 101 right-of-way to avoid all impacts to residents, schools, and businesses. Should the Authority decide the 101 right-of-way is not feasible, we will strongly advocate for the route with the least impact on Morgan Hill.



### Inclusiveness

We will celebrate the diversity, history, and culture of our community. Through City Council workshops, community meetings, and researching successes in other communities, the City will listen to and collaborate with the community to define how inclusiveness will be further woven into our community's fabric and to increase public participation. The City's communications, services, public spaces, and projects will embrace all community members as partners, advancing our vision of being a socially responsible community.



### Infrastructure

The City will review its streets, parks, and public facilities infrastructure needs initially by updating its 2014 infrastructure study to quantify the funding gap. We will identify potential funding options as ongoing revenue is insufficient to fund our vital community assets at a sustainable level without significantly impacting existing service levels that our community has come to expect. Morgan Hill will actively work with the Valley Transportation Agency, the County, and the State to secure funding for the Santa Teresa extension and road maintenance. We will continue to work closely with our community to inform them of the needs and engage them to find an affordable and sustainable solution.



### Regional Initiatives

City Council and staff will focus on influencing regional decisions that benefit Morgan Hill. This regional involvement will include, but not be limited to, partnering with the League of California Cities, Valley Transportation Authority, Santa Clara Valley Water District, Cities Association of Santa Clara County, the City of Gilroy, Santa Clara County, Morgan Hill Unified School District, the Local Agency Formation Commission, the Open Space Authority, and Silicon Valley Clean Energy to advance projects that further Sustainable Morgan Hill.



### Telecommunications

The City will collaborate with the private sector to explore ways to provide fast, reliable access and wireless connectivity for residents and businesses. The 2016 Telecommunications Infrastructure and Economic Development Blueprint reports will be the foundation for continuing discussions with broadband providers, public utilities, and other infrastructure service providers in developing an implementation plan for growing our telecommunications infrastructure. The plan will be used to signal Morgan Hill's support for business expansion.

# DRAFT



## Meeting Minutes Parks and Recreation Commission

*Bill Haskell* - Commissioner  
*Craig van-Keulen* - Commissioner  
*LaRene Green* - Commissioner  
*Mary Seehafer* - Commissioner  
*Matt Wendt* - Commissioner  
*Richard Scott* - Commissioner  
*Ronald Locicero* - Commissioner

---

**Tuesday, September 19, 2017 7:00 PM**

**Council Chamber**  
**17555 Peak Avenue, Morgan Hill, CA 95037**

---

### **CALL TO ORDER**

### **ROLL CALL ATTENDANCE**

| Attendee Name    | Title        | Status  | Arrived |
|------------------|--------------|---------|---------|
| Bill Haskell     | Commissioner | Present |         |
| Craig van-Keulen | Commissioner | Absent  |         |
| LaRene Green     | Commissioner | Present |         |
| Mary Seehafer    | Commissioner | Present |         |
| Matt Wendt       | Commissioner | Absent  |         |
| Richard Scott    | Commissioner | Present |         |
| Ronald Locicero  | Commissioner | Present |         |

### **DECLARATION OF POSTING OF AGENDA**

Per Government Code 54954.2

### **PLEDGE OF ALLEGIANCE**

Minutes Acceptance: Minutes of Sep 19, 2017 7:00 PM (BUSINESS:)

## **PUBLIC COMMENT**

## **COMMUNITY SERVICES DIRECTOR REPORT**

## **ADOPTION OF THE AGENDA**

Approved 5-0

## **BUSINESS:**

### **1. APPROVE THE AUGUST 15, 2017 MEETING MINUTES**

Recommendation:

Approve Minutes.

|                |                                           |
|----------------|-------------------------------------------|
| <b>RESULT:</b> | <b>ACCEPTED [UNANIMOUS]</b>               |
| <b>AYES:</b>   | Haskell, Green, Seehafer, Scott, Locicero |
| <b>ABSENT:</b> | van-Keulen, Wendt                         |

### **2. RECREATION AFTERSCHOOL AND COMMUNITY OUTREACH REPORT**

Recommendation:

Receive report on Afterschool and Community Outreach Efforts provided by the Community Services Department

Received Report.

### **3. COMMISSION WORK PLAN UPDATES**

Recommendation:

Discuss and provide updates on Work Plan items.

Discussed work plan items.

## **ANNOUNCEMENTS**

## **FUTURE COMMISSION AGENDA ITEMS:**

## **ADJOURNMENT**

7:29PM



## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: October 17, 2017**

PREPARED BY: Nick Calubaquib, Recreation Manager  
APPROVED BY: Chris Ghione, Community Services Director

### **AQUATICS PROGRAMS REPORT**

#### **RECOMMENDATION(S)**

Receive the report on Aquatics Programs provided by the Community Services Department

#### **REPORT NARRATIVE:**

The purpose of this report is to provide the PRC with an update on aquatics programs provided by the Community Services Department at the Morgan Hill Aquatics Center (AC) and the Centennial Recreation Center (CRC).

In February 2009, the City of Morgan Hill hosted a community meeting to collect thoughts on management of the City's aquatics facilities and programs, listen to possibilities for the future, and to create a framework for aquatics services throughout the community. During the meeting, several issues were identified by those in attendance, including many opportunities to improve aquatics services provided community-wide. The group also established a set of values for what it believed the community's aquatics programs and facilities should emulate.

Following this initial meeting, staff in the City's Community Services Department assembled a group of citizens to serve on an advisory committee tasked with developing a strategic plan for aquatics in the community. It is envisioned that the community will benefit by having the opportunity to participate in enhanced services. By following a collaborative approach, new revenue may be generated and cost savings realized.

The Strategic Plan identifies the following goals for all aquatics program and facilities in the form of a Community Aquatics Model for Morgan Hill:

1. Produce an optimum mix of programming that provides for all the aquatics needs of the community.
2. Utilize an integrated service delivery model that creates and sustains a base of users that drive program attendance and improve staffing.
3. Maximize cost recovery, to create stable and sustainable revenue sources that offset the cost of operating the aquatics facilities.
4. Actively promote diversity in the programs and facility usage.

In order to achieve these goals, four strategic initiatives were developed:

1. Partnership Opportunities
2. Building the Base
3. Community Needs Based Facility Scheduling
4. Maintaining the Core & Promoting Enhancement Opportunities

Staff work plans are developed using the strategic initiatives above and serve as the basis for continued operational improvements and the development of new programs.

The following is a summary of the major aquatic-related program areas.

### **Membership:**

In an effort to increase participation and enhance community wellness, Centennial Recreation Center (CRC) membership was expanded to include the Aquatics Center in 2008. Members enjoy access to both facilities for one price that can either be paid in full on an annual basis or paid incrementally on a monthly basis. Membership activities include aqua fitness classes, lap swim and recreation swim. Daily admission rates are also available to both facilities. This integrated service delivery model has proven to enhance management efficiencies and increase membership revenue and the sustainability of both facilities. Membership continues to be the largest source of revenue for the Community Services Department and is key to the long term sustainability of operations at the Aquatics Center. The following table includes key membership statistics

|                                                                          |        |
|--------------------------------------------------------------------------|--------|
| Current Number of Membership Units                                       | 5,120  |
| Current Number of Members                                                | 16,385 |
| Percentage of members who use the CRC at least once per week             | 82%    |
| Percentage of members who use the AC at least once per week              | 33%    |
| Percentage of members who use both the CRC and AC at least once per week | 26%    |

### **Splash Aquatics:**

Splash Aquatics programs include a wide array of aquatic programming offered by the Department. In efforts to “produce an optimum mix of programming that provides for all the aquatics needs of the community,” the Department offers programs for a large range of ages and skill levels, while working with community groups to complete the spectrum. Splash Aquatics includes the Learn to Swim Program, Splash Swim Team and Water Polo and Diving Clubs and Masters Swimming.

#### *Learn to Swim Program*

The youth Learn to Swim Program is designed to give young people the building blocks for a lifetime of safe water enjoyment. Eight different skill levels are offered for youth ages six months through 14 years. The program is offered year round at the CRC and during the summer months at the Aquatics Center.

The number of registrations for swim lessons has remained steady over the past few years. Trends have shown an increase in demand for swim lessons offered year round (at the CRC) versus only during the summer months and a high demand for private lessons. Current program improvements include a greater emphasis on Red Cross Water Safety Instructor training and certification for lesson instructors.

| Year     | # of Registrations |
|----------|--------------------|
| FY 11-12 | 2,290              |
| FY 12-13 | 2,378              |
| FY 13-14 | 2,494              |
| FY 14-15 | 2,477              |
| FY 15-16 | 2,510              |
| FY 16-17 | 3,180              |

### *Splash Swim Team and Water Polo and Diving Clubs*

The Splash Swim Team and Water Polo Club was developed in 2010 as a result of the Aquatics Strategic Plan. Through discussions during the process, the need for a recreational swim team was identified to fill the gap between swim lessons and competitive swimming (e.g. competitive or school-based swim teams). The Splash Swim Team was designed with a recreation and developmental asset-building focus to give young people who had completed the higher levels of the Learn to Swim Program another option to continue swimming if they were not ready for or did not want to swim competitively. Club members are ages 5-18 and pay an AC/CRC Membership fee, plus an additional Team fee. The Splash Swim Team provides its members with five to six practice times throughout the week; however, because it is recreation-based, there is no obligation to attend a set number of practices as is typical with competitive swim clubs. Attendance at the summer cabana club swim meets and other meets that the Club attends throughout the year is also optional. Membership to the Splash Swim Team also includes one day of water polo practice.

This program been extremely successful and membership has remained steady. Because AC/CRC membership is required for Club membership, team revenue helps to support the on-going sustainability of the AC, while providing the member with access to all of the other programs and facilities associated with membership. The Club currently has a membership of 200 youth.

The Splash Diving Club was created in 2013 and provides another recreational aquatic opportunity. Practice is offered one day per week for three different ability levels. Diving Club members pay for an AC/CRC Membership, plus a Diving Club membership, with a discount given to Splash Swim Club members. The Diving Club currently has 20 members.

### *Masters Swimming*

A Masters Swim program is offered for adults ages 18 and over, with five coached practices per week. Since June 2016, this program is now included with AC/CRC Membership at no additional cost. Efforts to increase participation in this program are

currently underway, including the development of additional events and activities for participants. Custom swim coaching lessons and conditioning classes are also both available to adults wishing to improve their swim skills to prepare them for participation in this program.

### **Aqua Fitness**

A total of 25 Aqua Fitness classes are offered at the AC and CRC throughout the week. This program is included with AC/CRC membership and includes several classes, including Aqua Boot Camp, Aqua Zumba, Shallow Tone, Hydro Sculpt and Deep H2O Dynamics. These classes draw an average of 11 participants.

### **Water Safety**

Several American Red Cross Lifeguard certification courses are conducted at the Aquatics Center annually. These courses provide participants with the skills and certification necessary to obtain work as lifeguards. An average of 50 lifeguards are certified annually.

In the summer months, a Junior Lifeguard training and volunteer program is also offered for youth ages 12-14. The program emphasizes teamwork, leadership and aquatic safety, while introducing young people to aquatic recreational and employment opportunities. Participants complete a two-week training course and then are given the opportunity to serve as volunteer Junior Lifeguards throughout the summer. This past summer, 18 youth participated in this program.

### **Recreation Swim**

The Summer Recreation Swim season at the AC remains one of the cornerstones of the facility's operations. With fun for kids young and old, the Center has a number of attractions to make for a great summer day. The Aquatics Center opens Memorial Day weekend and operates through the third weekend in September. For the first two weeks of operation, the School Dayz program allows schools to host their end of the year parties. During the regular summer season, general admission prices are charged, however, AC/CRC Membership is valid for entry during recreational swim hours. Family and individual season passes are also available, as well as party packages and group rates. Attendance during the season is extremely weather dependent, with summers with the highest average temperature yielding greater attendance and revenue.

Recreational swim is also offered year round at the CRC.

#### **2017 Summer Recreation Swim**

|                                    |        |
|------------------------------------|--------|
| Total AC/CRC Member Uses           | 15,830 |
| Total Paid Daily Admissions        | 41,583 |
| % of Resident Daily Admissions     | 43%    |
| % of Non-Resident Daily Admissions | 57%    |

### **Special Events**

On January 14, 2017, the AC hosted its second Polar Bear Plunge. Guests were invited to brave the cold and take a dip in the Recreational Pool, go down the waterslides and challenge themselves to the inflatable obstacle course. A total of 31 community members attended the event.

On September 30, 2017, the AC hosted its fifth annual Doggie Dip Day. During this fun event, dogs are given the opportunity to swim in the recreational pool. The event occurs after the end of the summer season and the pool is completely treated before it is reopened for human use the following summer. This year's event drew 91 dogs and 65 human guests to an exciting day at the pool.

### **Rentals/Other User Groups**

Three other user groups also call the AC their home. The Santa Clara Swim Club (formerly the Morgan Hill/Makos Swim Club) holds practice at the facility six days per week. The competitive-based Club has produced many talented swimmers. Membership averages approximately 120 swimmers. The Club also hosts several large swim meets throughout the year. See below for more details.

The California Synchro Masters (synchronized swimming) also holds practices at the AC on Saturday mornings.

### **Swim Meets**

The AC hosts an average of 12 swim meets annually. Meets range from one to four days in length, drawing anywhere from 200-2,000+ swimmers and their families. The Santa Clara Swim Club, Gilroy Gators and Valley Cabana League frequently rent the facility to host these events that draw large amounts of visitors to Morgan Hill hotels, restaurants and retail shops.

Swim meets serve as important drivers of local economic development and help to further Morgan Hill's reputation as a sports destination. They also serve as a major source of income to the host club.

There are many exciting aquatics programs and events that take place at the Morgan Hill Aquatics Center and the Centennial Recreation Center. Through on-going evaluation and strategic improvements, use of the AC year round has increased dramatically over the past several years as the number of participants in all programs has grown. Staff continue to evaluate operations and implement enhancements, while using the Aquatic Strategic Plan as their guide and working closely with users and user groups to maximize resources. The results of the continued efforts in these areas have helped the community to come closer to achieving the strategic goals of producing an optimum mix of programming that provides for all the aquatics needs of the community, utilizing an integrated service delivery model that creates and sustains a base of users that drive program attendance and improve staffing, maximizing cost recovery, to create stable and sustainable revenue sources that offset the cost of operating the aquatics facilities and actively promoting diversity in the programs and facility usage.

**PRIOR BOARD ACTIONS:**

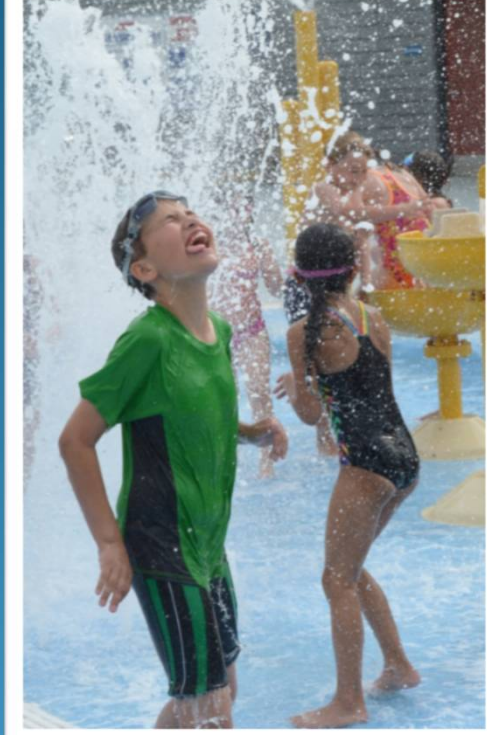
October 18, 2016 – The PRC accepted a report on Aquatics Programs.

**FISCAL AND RESOURCE IMPACT:**

Expenses and revenue relating to the management of the aquatics programs described in this report are included in the adopted Fiscal Year 2017-2018 budget

**LINKS/ATTACHMENTS:**

1. Aquatics Update 2017



# Aquatics Programs Update

## October 17, 2017

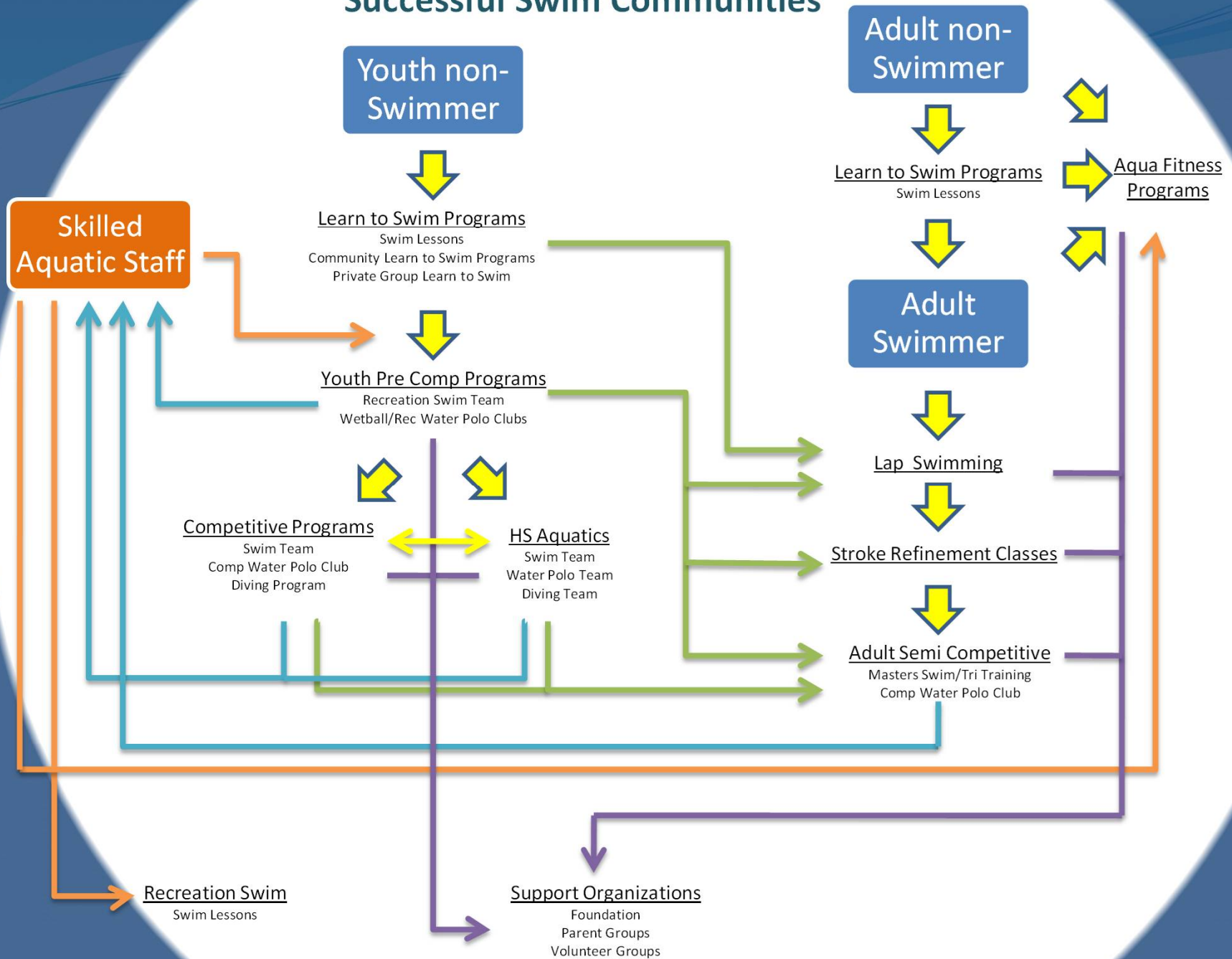
# Aquatics Strategic Plan for the Morgan Hill Community

- Developed in 2010
- Vision: The community will benefit from having enhanced and coordinated aquatics services
- Values:
  - The facilities and programs “Build Community”
  - Community health as swimming is a great way to exercise
  - Family activity
  - Lifetime activity
  - Enhance quality of life
  - Supports a healthy tax base
  - Youth development
  - Economic development: Swim meets and events attract people to Morgan Hill
  - Learn water safety skills
  - Facilities are accessible to many
  - The Aquatics Center is a high-level training facility
  - The groups should serve the children

# Aquatics Strategic Plan Goals

- Identifies four goals to develop a Community Aquatics Model
  - Produce an optimum mix of programming that provides for all the aquatics needs of the community.
  - Utilize an integrated service delivery model that creates and sustains a base of users that drive program attendance and improve staffing.
  - Maximize cost recovery, to create stable and sustainable revenue sources that offset the cost of operating the aquatics facilities.
  - Actively promote diversity in the programs and facility usage.

## Successful Swim Communities



# Strategic Plan Initiatives

- Partnership Opportunities
- Building the Base
- Community Needs Based Facility Scheduling
- Maintaining the Core & Promoting Enhancement Opportunities

# Membership

- Lap Swim
- Aqua Fitness Classes
- Recreation swim



# Splash Aquatics

- Swim Lessons – 3,200 annual registrations
- Splash Swim Team and Water Polo Club – 200 members
- Diving Club
- Masters Swimming





# Aquatics Safety

- Three Lifeguard Courses taught per year.
- Two Junior Lifeguard Courses taught per year.
- Two Water Safety Instructor Courses taught per year.





# Summer Recreational Swim



Attendance: 58,800



# Special Events

- Polar Bear Plunge
- Family Night
- Doggie Dip Day



# Facility User Groups

- Makos/Santa Clara Swim
- California Synchro Masters



# Swim Meets



- Average of 12 meets hosted annually
- 200-2000+ attendees per event





## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: October 17, 2017**

PREPARED BY: Jennie Tucker, Community Services Supervisor  
APPROVED BY: Chris Ghione, Community Services Director

## **POTENTIAL ENHANCEMENTS TO JACKSON PARK**

### **RECOMMENDATION(S)**

Receive report and provide input on potential Jackson Park enhancements.

### **REPORT NARRATIVE:**

The purpose of this report is to provide the Parks and Recreation Commission with an opportunity to provide input on the conceptual plans for enhancing Jackson Park contingent on funding.

The Bikeways, Trails, Parks and Recreation Master Plan (Master Plan) was adopted by City Council in 2017 to implement General Plan policy direction for usable, complete, well-maintained, safe, and high-quality activities and amenities that are accessible to all ages, functional abilities, and socio-economic groups. The Master Plan includes several goals calling for the enhancement and diversification of existing City parks and the inclusion of fitness equipment in City parks. Chief among these are:

- Goal 2: Diversify the experiences in the City's parks and along its trails;
- Goal 3: Engage people of all ages and all abilities;
- Goal 4: Support the health and wellness of all community members;

Currently, Morgan Hill has 19 parks. Among them is Jackson Park, located adjacent to Jackson Academy of Math & Music in the heart of Jackson Meadows, a family-oriented neighborhood. While small, Jackson Park is the closest City park to over 5,000 Morgan Hill residents. Jackson Park provides a convenient and welcoming space for residents of Jackson Meadows and surrounding communities to gather for outdoor recreation and fitness activities. Current amenities at the 1.3-acre park include:

- A play structure for children aged 5-12
- A sand play area
- A picnic area with concrete tables and benches, and 2 barbecues
- 3 concrete benches
- A paved concrete circular path that runs inside the park's perimeter
- A central open area with grass surface (irrigated)
- Sycamore and oak shade trees

In August of this year, City staff had the opportunity to apply for a grant through PlayCore's Center for Professional Development, GameTime, and the California Parks

and Recreation Society. The goal of this *Healthy Play Initiative* grant is to provide matching funding to parks throughout the State to install a pre-approved play and recreation project that promotes best practices.

City staff worked with GameTime to develop a proposal that will add to and improve the play environment at Jackson Park. In consistency with the City's Master Plan, the improvements proposed include a net increase in play opportunities, a broadening in the inclusiveness of play environment, and the creation of an adult fitness opportunity. The proposed added amenities specifically include:

- A play structure for children aged 2-5
- Two new inclusive play pieces
  1. Merry-Go-All
  2. Expression Swing
- Six par-course adult fitness stations located around the outside of the parks paved concrete pathway
  1. Lat Pull Down
  2. Push Up
  3. Shoulder Rotator
  4. Hand Cycle
  5. Roman Chair Squat
  6. Skill Trainer

If implemented, the proposed conceptual plan will help to enhance the usability, inclusiveness, and overall appeal of Jackson Park by making it a multigenerational space for fitness and play. This will address the unmet needs of families with children under 5, as well as those of teens and adults, while preserving its existing amenities. Attached are an overview of the proposed park layout along with a closer view of the proposed new play structure.

Jackson Park was selected for the grant application for several reasons. Raising funds for the Morgan Hill Magical Bridge Inclusive Playground is the priority for the City and the City team and pursued this option first. The Inclusive Playground was found to be ineligible for the grant as the entire project was required to be completed by March and funds or equipment could not be carried forward past that date. Since the Inclusive Playground was not an option, staff reviewed the next possible alternatives for sites where the grant could be utilized. Jackson Park has had no major additions in decades and the small additions were the best option for implemented goals of the Master Plan.

In September, City staff were notified that Morgan Hill was chosen as one of the twenty-four communities across California to receive funding assistance through the *Healthy Play Initiative* grant. If completed, the playground enhancements at Jackson Park would also become part of an elite group of National Demonstration Sites, outlining the best practices in design, installation and programming for park amenities. While the grant significantly reduces the cost of the play equipment, a significant amount of matching funds would be required from the Park Impact Fund to cover the costs of installation. City Staff are currently working with the budget to ensure there are adequate matching

funds for this project and evaluating the City's ability to pay for these enhancements along with other planned projects.

It is believed approximately \$70,000 from the City will be necessary to complete this project. As previously stated the Inclusive Playground is the City's priority project. It is understood the \$2,000,000 requirement for City funding support will be necessary. It is not believed the funding of \$70,000 for this project will not impact that funding requirement. However, if fundraising goals are not met or costs are higher than expected for the Inclusive Playground the City may need to provide additional funds. Staff is recommending moving forward with the project, but the Commission could alternately make a recommendation to pass on the grant funding to preserve funds for the Inclusive Playground if they are needed.

#### **COMMUNITY OUTREACH:**

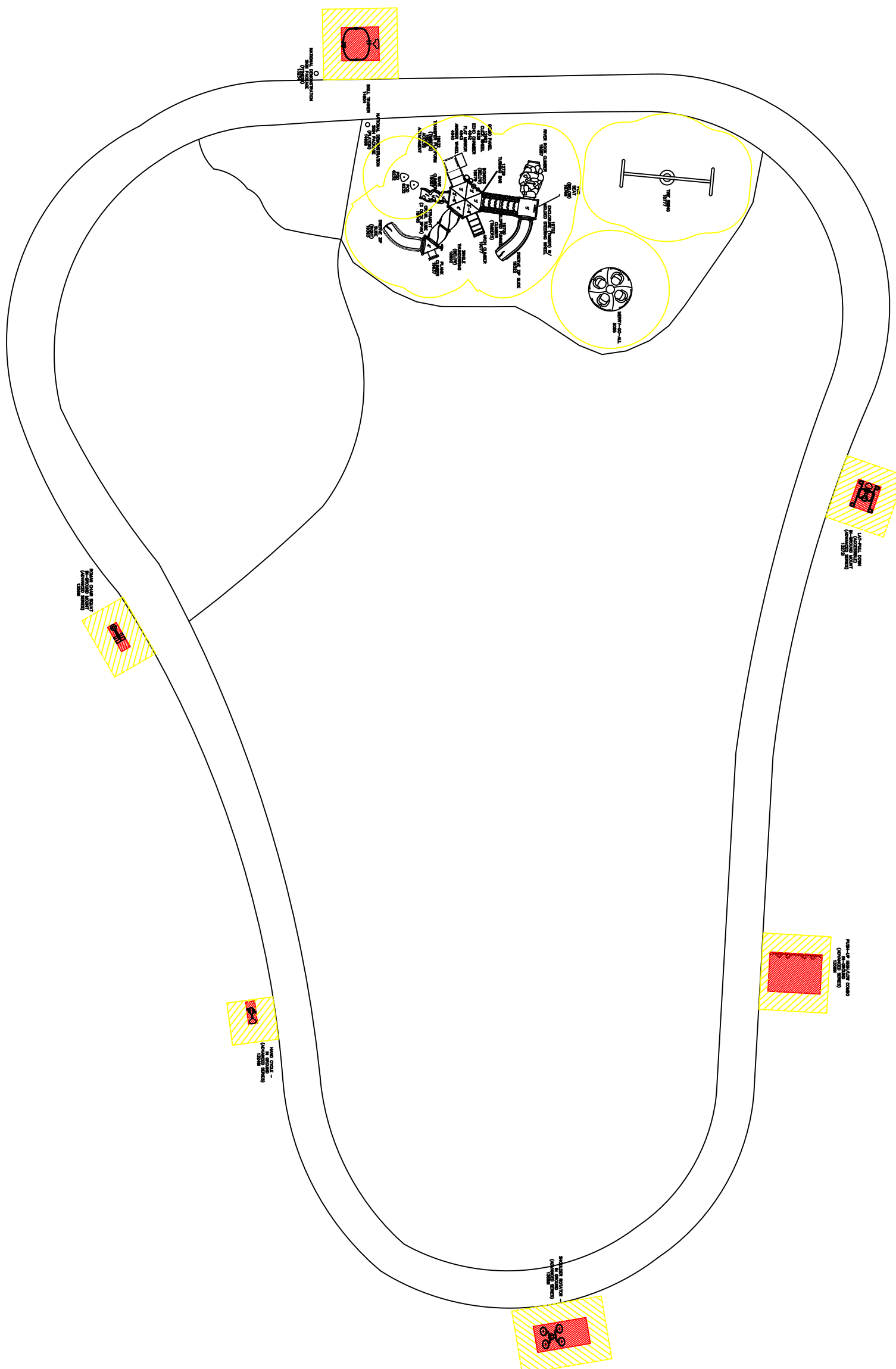
On Tuesday, October 10, 2017 a community meeting was held at Jackson Park. City Staff presented the conceptual plans and all attendees agreed that a play structure for children 2-5 (with two inclusive elements) and adult fitness equipment would be great additions to the park. The attendees did note they would like to see the 2-5 play structure enclosed by a fence for safety and security of that age group. Another suggestion was to group/cluster the fitness equipment together more to create more of a community atmosphere and better visual line of site if their children were playing on the playground. Attendees also requested City staff to consider adding a tall, climbable play structure geared to a wider age group and potentially adding more swings. Attendees were very interested in expanding the walking trails leading to the park and asked the City to consider adding a small off-leash dog park on the City's undeveloped property west of the park.

#### **PRIOR BOARD OR COUNCIL ACTIONS:**

At the July 26, 2017 City Council Meeting, Council authorized City Staff to apply for the Healthy Play Grant for new play equipment and to return to Council with a budget amendment authorizing matching appropriation from the Park Impact Fund.

#### **LINKS/ATTACHMENTS:**

1. Jackson Park Conceptual Plans (aerial view)
2. Jackson Park Conceptual Plans (playground with inclusive elements)
3. Jackson Park Conceptual Plans (playground)



**Attachment: Jackson Park Conceptual Plans (aerial view) (1451 : Jackson Park-PRC)**



Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

Jackson Park  
Morgan Hill, California  
View 1



Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

Attachment: Jackson Park Conceptual Plans (playground) (1451 : Jackson Park-PRC)

Jackson Park  
Morgan Hill, California  
View 2



## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: October 17, 2017**

PREPARED BY: Nick Calubaquib, Recreation Manager  
APPROVED BY: Chris Ghione, Community Services Director

### **SKATE/BMX PARK OPERATIONS UPDATE**

#### **RECOMMENDATION(S)**

Approve operational changes at the Skate/BMX Park

#### **REPORT NARRATIVE:**

##### **Background**

In April 2008, the City Council approved a supervision plan for the Skateboard/BMX Park that did not include charging users. During the 2009 budget reduction process, it was decided that the park would not be supervised as originally planned. On June 27, 2009, the City opened the park and attendance was high. However, many users were not following the rules established for use of the park and many were concerned over safety at and around the park. On July 22, 2009, the Council approved changing the operations at the park to a supervised facility where a fee was collected. On August 26, 2009, the Council adopted a resolution establishing a \$1 daily entry fee for use of the park. As a result, negative activities were virtually eliminated, however, attendance also declined.

On May 25, 2012, during the 2012 City Council Budget Workshop, the Council received an update from staff on Skate Park operations which indicated a significant decline in attendance and use of the Park. Staff attributed this drop-in use to two main factors:

- Users unwilling to pay the entrance fee charged (\$1) for use by non-CRC/AC members, and
- Users' dislike for enforcement of park rules by Skate Park Staff, particularly regarding the requirement for helmets and elbow and knee pads.

The Council decided to continue supervising the park and directed staff to waive the \$1 entrance fee during the summer of 2012 in efforts to increase attendance.

On September 19, 2012, the Council received a report on Park operations. Summer attendance was 14% higher than the previous summer after entrance fees were waived. The Council directed staff to permanently eliminate the \$1 admission fee. At the same time, due to park user demand and to potentially further increase attendance, scooters began to be permitted during BMX hours.

On June 5, 2013, the Council accepted a report on Park operations that noted a continued increase in Park attendance.

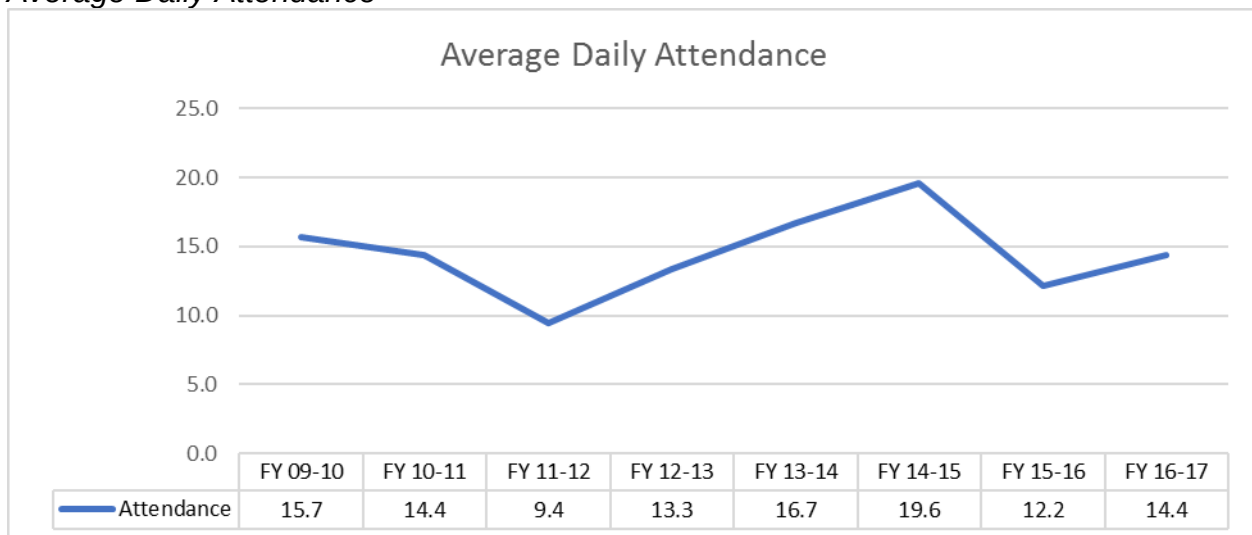
### Current Operations

Since the time that staff began to supervise the Park, the hours of operation have been as follows:

|                                                                             | <b>Skateboard</b>              | <b>BMX/Scooter</b>             |
|-----------------------------------------------------------------------------|--------------------------------|--------------------------------|
| Sunday                                                                      | 9am-1pm                        | 1pm-6pm (or sunset if earlier) |
| Monday                                                                      | 3pm-Sunset                     |                                |
| Tuesday                                                                     |                                | 11:30am-1:30pm<br>3pm-Sunset   |
| Wednesday                                                                   | 11:30am-1:30pm<br>3pm-Sunset   |                                |
| Thursday                                                                    |                                | 3pm-Sunset                     |
| Friday                                                                      | 3pm-Sunset                     |                                |
| Saturday                                                                    | 1pm-8pm (or Sunset if earlier) | 9am-1pm                        |
| On weekdays when MHUSD schools are not in session, the Park is open at 9am. |                                |                                |

After the \$1 entrance fee was eliminated and scooters were allowed in the Park, average daily attendance rose from the previous year by 40% in FY 2012-2013, by another 26% in FY 2013-2014 and peaked in FY 2014-2015 with a 17% increase. In FY 2015-2016, a sharp decline in use was noted as average daily attendance fell by 38%. Although attendance rose by 18% in FY 2016-2017, average daily attendance was 14.4 users. With Park operating hours averaging seven (7) hours per day, this equates to two (2) users per hour. In FY 2016-2017, salaries for Skatepark teammates totaled \$46,640, equating to a subsidy of \$10.67 per each park users use. Reports of negative behavior at the Park continue to be low to none.

### Average Daily Attendance



### Recommendation

Due to the low attendance rates and infrequency of incidents at the Park, staff recommends that the Council approve the following changes to Skateboard/BMX Park operations:

1. Eliminate Supervision of the Skatepark. This change would eliminate the need for a paid Park Attendant to be present during Park operating hours. California State law (Government Code Section 831.7.) provides qualified immunity to local public agencies who operate skateboard parks as skateboarding is classified as a “hazardous recreational activity.” As such, this classification offers strong liability protection for a sport that can be dangerous if performed responsibly. This shields public entities and public employees from liability to any person participating in a hazardous recreational activity, including voluntary spectators, who recognized the substantial risk of injury due to the activity. Public entities and public employees remain liable for injuries proximately caused by the negligent failure of the public entity or public employee to properly construct or maintain in good repair any structure, recreational equipment or machinery, or substantial work of improvement. Therefore, not supervising the Park would not expose the City to any greater liability. The existing municipal code as it relates to the Skateboard/BMX Park would still apply with no changes needed.

Regarding the current teammates, the majority of Park Attendants hold other positions with the City and would be easily reassigned. This change would increase the hours that the Park is open to the public as it would be unlocked at 9:00am, regardless if MHUSD schools are in session. For liability purposes, the separate posted hours for skateboards versus bikes/scooters would remain the same.

2. Increase funding for Building Coordinators at the Centennial Recreation Center. Building Coordinators at the Centennial Recreation Center (CRC) serve as Managers on Duty during weekday nights and weekend operating hours, when full-time teammates are not present. Because of the CRC’s proximity to the Park, Building Coordinators also assume responsibility for activity in the CRC parking lot and the Skateboard/BMX Park and would continue to do so under this plan.

It is recommended that the funds currently allocated for Skateboard/BMX Park Attendant salaries be reallocated to increase salaries for CRC Building Coordinators so that may be scheduled to work throughout the day on weekdays, rather than only in the evenings. This would provide Building Coordinator coverage from the morning hours until the facility closes, seven days per week. During these additional work hours, Building Coordinators would be responsible for opening the Park and monitoring activity, as needed, to ensure that the low frequency of incidents continues. In addition to this responsibility, Building Coordinators would also be assigned to perform tasks at the CRC, such as setting up rooms and sports courts, clerical work, assisting various program areas as needed, providing customer assistance at the Welcome Desk, assisting with emergencies and light maintenance work. The presence of a consistent additional teammate who could assist wherever needed would help to improve overall customer service as CRC membership and use continues to grow. Building Coordinator salaries for these additional hours would cost \$41,000, resulting in an annual savings of \$7,500 and would improve service and

efficiencies at the CRC, while maintaining resources to address incidents at the Park, as needed.

It is believed this change in supervision model will not result in significant negative activities occurring at the Park. Should the Council approve the above outlined changes, staff would plan to adjust operations beginning in January 2018 on a one year trial basis.

**LINKS/ATTACHMENTS:**

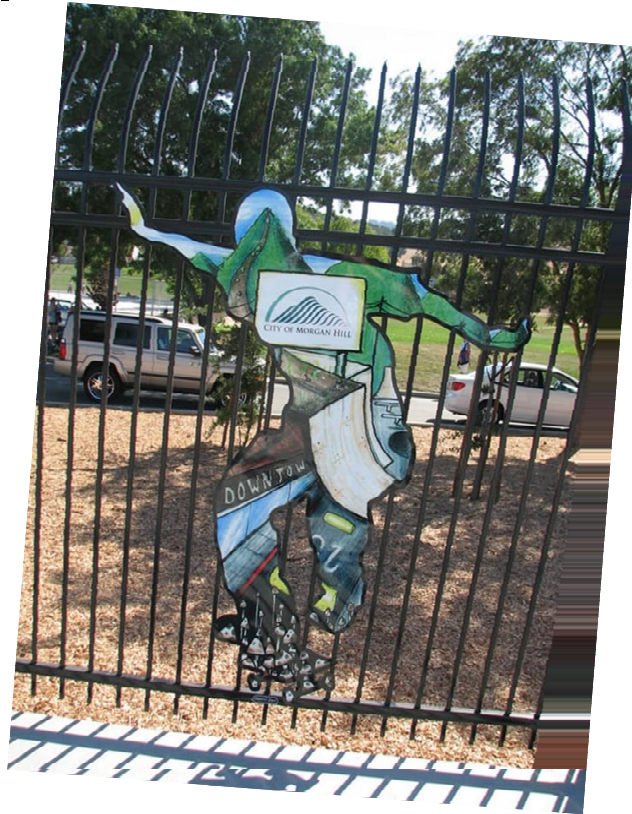
1. 171018 - Agenda Item XX- Skatepark Update Commission



Morgan Hill City Council Meeting – October 18, 2017  
Agenda Item: XX  
Skate/BMX Park Operations

# Recommendation

Approve changes to Skateboard/BMX Park operations to eliminate direct staffing at the Park on a trial basis.



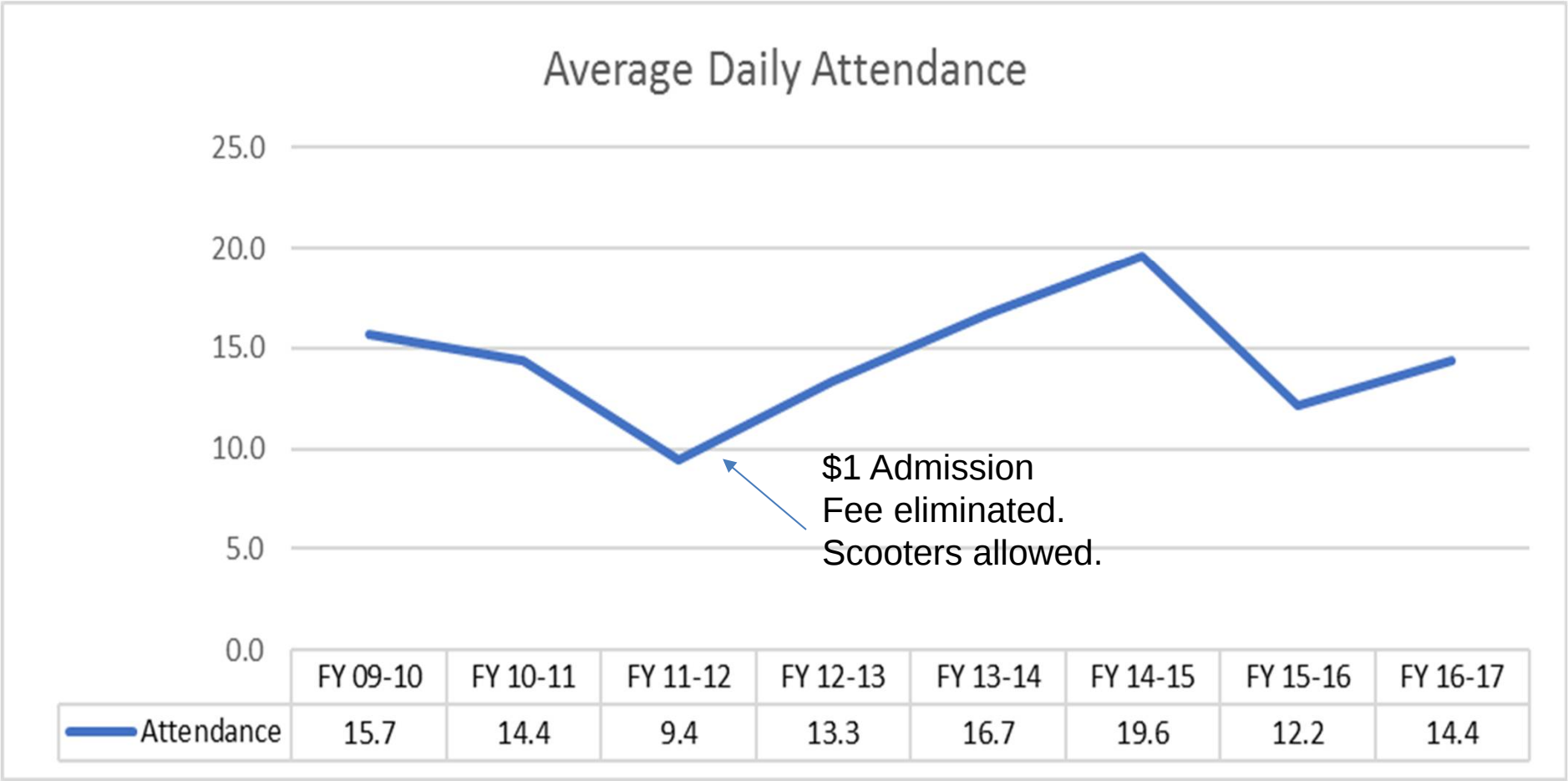
## Background

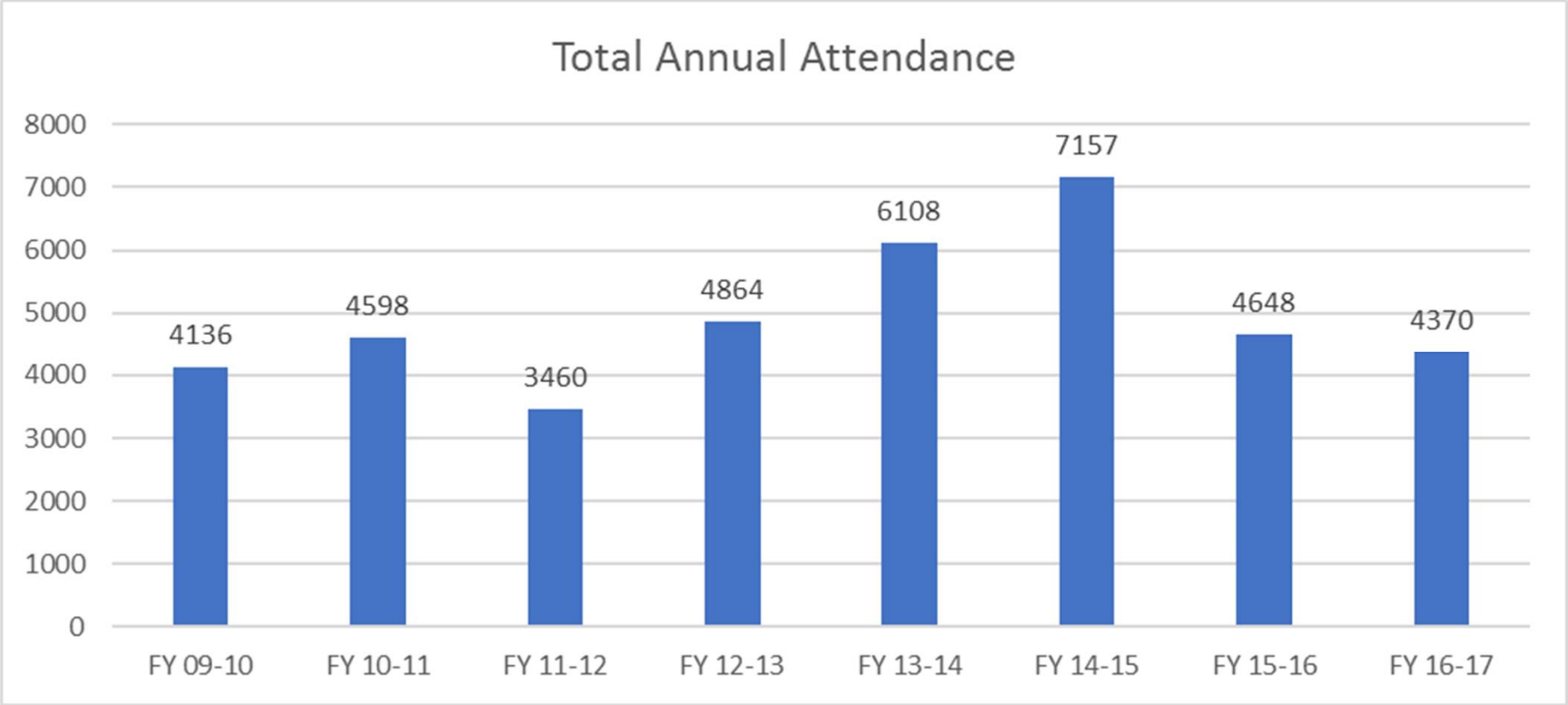
- June 2009 – Park opened
- Rough beginnings
- Operational Changes



# Current Operations

|                                                                             | Skateboard                     | BMX/Scooter                    |
|-----------------------------------------------------------------------------|--------------------------------|--------------------------------|
| <b>Sunday</b>                                                               | 9am-1pm                        | 1pm-6pm (or sunset if earlier) |
| <b>Monday</b>                                                               | 3pm-Sunset                     |                                |
| <b>Tuesday</b>                                                              |                                | 11:30am-1:30pm<br>3pm-Sunset   |
| <b>Wednesday</b>                                                            | 11:30am-1:30pm<br>3pm-Sunset   |                                |
| <b>Thursday</b>                                                             |                                | 3pm-Sunset                     |
| <b>Friday</b>                                                               | 3pm-Sunset                     |                                |
| <b>Saturday</b>                                                             | 1pm-8pm (or Sunset if earlier) | 9am-1pm                        |
| On weekdays when MHUSD schools are not in session, the Park is open at 9am. |                                |                                |





# Proposed Operational Changes

1. Eliminate direct supervision of the park
2. Increase funding for Building Coordinators at the Centennial Recreation Center to assist with park and other duties



## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: October 17, 2017**

PREPARED BY: Chris Ghione, Community Services Director

APPROVED BY: Chris Ghione, Community Services Director

### **FRIENDLY INN FOLLOW-UP**

#### **RECOMMENDATION(S)**

Receive report on Friendly Inn and Boys and Girls Club transition status.

#### **REPORT NARRATIVE:**

On July 19, 2017, the City Council adopted the Bikeways, Trails, Parks and Recreation Center Master Plan. The plan calls for future use of the Friendly Inn as a “Community Center” site to be managed by the Boys & Girls Club of Silicon Valley.

*“Support the Boys & Girls Club of Silicon Valley’s future use of the Friendly Inn Community Center, including evaluating the feasibility of a facility exchange or relocation for the community service organizations currently utilizing the Friendly Inn.”*

After a recommendation by the Parks and Recreation Commission, the City Council provided staff further direction on the next steps for moving forward with this transition. These next steps include developing an alternative plan for the existing non-profits using the Friendly Inn and developing an agreement for the format of the partnership with the Boys & Girls Club for the use of the Friendly Inn.

#### **Boys & Girls Club Partnership Agreement**

Over the last two months the City has worked with the team at the Boys & Girls Club to develop a partnership framework for their potential use of the Friendly Inn. The framework for the agreement provides for the Boys & Girls Club to take the lead on all aspects of managing the Friendly Inn and includes provisions to allow for community groups and City use of the facility. Through discussions it was also determined that the Red Cross would be able to retain space and use of the Friendly Inn with the Boys & Girls Club at the site. Additionally, the agreement will allow for the City to meet similar cost recovery to what is currently occurring with the non-profit organizations at the Friendly Inn.

#### **Relocation Options for Existing and Future Non-profit Organizations**

The Friendly Inn is currently being used by several non-profit organizations. These organizations are using the site for meeting space, office space, or both. Current tenants include: Advent Step Up, Alcoholics Anonymous, American Red Cross, Healthier Kids Foundation, Narcotics Anonymous, and the Institute on Aging.

City teammates have spent the last two months discussing current and future needs with the tenants of the Friendly Inn. Through these discussions it is understood that the current El Toro Youth Center Building will not fully meet the needs of most of the current tenants. While some are willing to use the facility, others are not or have mandated requirements for which the Youth Center, in its current condition, cannot meet. Additionally, the space does not have enough office rooms to accommodate all the tenants that would want private office space. The large room in the El Toro Youth Center will work for many of the groups that have group meetings at Friendly Inn.

The condition of the El Toro Youth Center is very poor. If some of the non-profits chose to use the office space in the short term, they will likely begin to look for improved space in other locations. This would be detrimental to the current model, where the tenants of a fully occupied full non-profit service center cover the shared costs of the maintenance at the facility. The City Council could elect to make improvements to the facility, however, even minor improvements would likely add up to \$250,000 or more. Funding options would be difficult as renovations to the facility would not be eligible for the use of impact funds.

There are a variety of alternative options for the City that could help accommodate the existing non-profits. These range from assistance in finding alternate locations to developing a fully functional non-profit center at an alternate location. The City Council has indicated and provided direction to staff to look at options for providing a site for a non-profit center for the long term. The Bikeways, Trails, Parks and Recreation Master Plan calls for supporting non-profits to be a long-term goal for the City, including the following policies and actions:

*Policy CS1. Continue to serve as a facilitator of community and social services to ensure there are family support services for all ages in Morgan Hill.*

*Actions CS1-1. Maintain and enhance partnerships with non-profit organizations to facilitate the delivery of services to Morgan Hill and south County residents.*

*Policy CS3. Continue to support Community Service activities that support community health.*

*Action CS3-1. Continue to actively recruit community-based community service organizations to locate at the City-owned Non-profit Center and/or alternate locations within the City.*

In reviewing options for the development of a long-term location to serve as a non-profit center for the City, many other factors have been taken into consideration. One of the potential future locations noted as an alternative is locating the non-profit center at the Civic Center. Currently the City has aging temporary modular buildings on site that are utilized by a limited number of City teammates and leased to the Santa Clara Valley Habitat Agency. These buildings are in declining condition and are becoming more expensive to maintain. The City staff will likely be moving forward with

recommendations to remove them in the coming years. The existing utilities for the building would provide an excellent location for a permanent building to be constructed.

Another consideration is the neighborhood character and needs of Crest Avenue. The Friendly Inn's location closely fronting the sidewalk near the intersection of Main Avenue is a key area at the entry of the neighborhood and one that can positively or negatively impact it. Having large groups of adults outside the El Toro building may not provide a positive entry for pedestrians. Additionally, the run-down state of the building is not a positive for the neighborhood. Lastly, a nearby property owner has expressed interest in purchasing or leasing the El Toro building and making improvements to it on an ongoing basis.

### Next Steps

The Friendly Inn facility is currently at about 60% capacity and the large shared office space area is almost completely empty. Due to the current uncertainty about the future use of the Friendly Inn as a non-profit center it will not be possible for the City to add new tenants to the facility. In addition to Work2Future recently leaving the Friendly Inn, the City just received notice that Teen Force is also vacating the facility in the near future. The costs of maintenance and utilities at the Friendly Inn are equally divided between all the non-profits at the facility. While there are some minor reductions in costs due to reduced use, most costs for the facility are fixed in nature. This has resulted in much higher expenses for the tenants, many of which have indicated the new costs are not sustainable. This situation has created an urgency in moving this transition forward.

The City Council has approved the following next steps to begin the transition:

- 1) **Boys & Girls Club to begin use of the Friendly Inn by August 2018.** City staff would develop a use agreement based on the framework outlined in Attachment 1.
- 2) **The Red Cross use of Friendly Inn.** The Red Cross will continue to be able to utilize the Friendly Inn site on an ongoing basis with the Boys and Girls Club.
- 3) **Advent Step Up Program interim continued use of the Friendly Inn.** Advent's program is one that takes considerable time to move and has detailed approvals required. They would remain at the Friendly Inn using the Southern section of the building for an additional period of time to support relocation to a new non-profit center or alternative site. The time period would run through July 2019 unless an alternate site could be found sooner.
- 4) **Narcotics Anonymous and Alcoholics Anonymous use of El Toro.** NA and AA would begin using the El Toro Youth building in the "as is" condition by August 2018. Participants would continue to park in the Friendly Inn Parking lot. The term of the use would not be defined and would support permanent use at the site, time for relocation to a new non-profit center or relocation to an alternate site.
- 5) **Healthier Kids Foundation, Teen Force, and the Institute on Aging relocation of Office Space.** The City will find alternate interim or permanent locations for these agencies at the El Toro building or other City facilities by August 2018.

6) **Develop a Plan for the Construction of the new Building at the Civic Center.**

The purpose of the building would be to provide a permanent non-profit center, location for existing and future organizations, and a permanent location for the Santa Clara Valley Habitat Agency. This plan would call for potential funding from three areas:

- a. **Sale or Long-Term Lease of the El Toro Building.** The property has an appraised value of just under \$800,000. The sale has a variety of complex issues associated with it, but City staff believe there is a path forward. The type of future use would be critical to the future development of the neighborhood.
- b. **Financial Support from the Santa Clara Valley Habitat Agency (Agency).** Through discussions with the staff at the Agency, there is expressed interest in supporting the development of permanent office space through a long-term lease agreement or direct funding for construction.
- c. **Recreation Center Impact Funds.** Development of a site for a permanent non-profit center would be eligible for the use of these funds, however, the project is not currently a priority. Use of these funds would be a third option behind the previous two. This funding plan would be brought back to the Council in December.

**LINKS/ATTACHMENTS:**



## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: October 17, 2017**

PREPARED BY: Chris Ghione, Community Services Director  
APPROVED BY: Chris Ghione, Community Services Director

### **COMMISSION WORK PLAN UPDATES**

#### **RECOMMENDATION(S)**

Discuss and provide updates on Work Plan items.

#### **REPORT NARRATIVE:**

The Parks and Recreation Commission finalized its Work Plan on May 16. The City Council approved the Work Plan on June 21, 2017. Commissioners may use this item to discuss and provide progress on Work Plan items.

The 2017/18 Fiscal Year Work Plan is attached.

#### **LINKS/ATTACHMENTS:**

1. PRC Workplan 1718 Final

## Parks &amp; Recreation Commission

**FY 2017-18 Work Plan – Final – Approved by Council June 21, 2017**

| <b>Project<br/>(Commissioner Responsible)</b>                                                             | <b>City Council<br/>Priority<br/>Supported</b>                                                | <b>Start<br/>Date</b> | <b>Com-<br/>pletion<br/>Date</b> | <b>Staff Resources<br/>Required</b>                              | <b>Desired Outcome</b>                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------|----------------------------------|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Develop a Plan to Get Youth More Active in Parks and Recreation<br>(Locicero)                          | Support Youth,<br>Seniors and<br>Entire Community                                             | 7/17                  | 6/18                             | Recreation<br>Manager<br>(Minimal)                               | Plan for youth involvement.                                                                                                                                                                                  |
| 2. Support Bicycle and Trails Coordination Effort<br>(Haskell, Green)                                     | Support Youth,<br>Seniors and<br>Entire Community                                             | 7/17                  | 6/18                             | CS Director<br>(Minimal)                                         | Support the VTA Bicycle and Pedestrian Advisory Committee.<br><br>Coordinate sub-committee working with community members on bicycle and trails issues with volunteer Bicycle and Pedestrian Advocacy Group. |
| 3. Support efforts to create an inclusive playground<br>(Locicero, Wendt, Scott)                          | Support Youth,<br>Seniors and<br>Entire Community                                             | 7/17                  | 6/18                             | CS Director<br>(Significant)<br><br>CS Coordinator<br>(Moderate) | Support the group that has formed for the creation of an inclusive playground in Morgan Hill. Support in the planning and fundraising efforts.                                                               |
| 4. Support planning for updated operations at the Outdoor Sports Center<br>(van Keulen, Haskell)          | Support Youth,<br>Seniors and<br>Entire Community<br><br>Maintaining Fiscal<br>Responsibility | 7/17                  | 6/18                             | CS Director<br>(Significant)                                     | Support development of RFP for OSC operator. Provide recommendations on capital improvement projects.                                                                                                        |
| 5. Support the Planning for the CRC Health and Wellness Expansion Project<br>(van Keulen/Seehaffer/Green) | Support Youth,<br>Seniors and<br>Entire Community                                             | 7/17                  | 6/18                             | Recreation<br>Manager<br>(Significant)                           | Support planning for future health and wellness needs. Provide recommendations on proposals and designs.                                                                                                     |

**Staff Resources Required:**      0-50 hours = Minimal      51-100 hours = Moderate      100+ hours = Significant

Attachment: PRC Workplan 1718 Final (1453 : PRC Workplan Updates)