

# APPENDICES

# APPENDIX A

## Glossary

## GLOSSARY

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*Benefit Assessment District* – A district created to fund public improvements such as parks and recreation facilities and purchase and maintain open space. Homeowners within the district are assessed a fee to finance the needed public improvements. The owners must be beneficiaries of the parks, recreation facilities, and/or open space and the size of individual assessment levies must be strictly proportional to the amount of per-parcel “special benefit” which the property receives. Assessments must not exceed the project’s total cost.

*Capital Improvement Plan (CIP)* – A planning instrument for mapping out short- and long-term capital acquisition and development costs.

*Certificates of Participation (COP)* – Investor- owned shares of a lease payment revenue stream from a lease obligation signed by a local government entity on a new or renovated public facility. The title to the facility is eventually transferred to the government entity at the end of the lease period at nominal cost.

*Community Development Block Grant (CDGB)* - Funds allocated from the U.S. Department of Housing and Urban Development (HUD) that provide for upgrading of parks in compliance with the Americans with Disability Act (ADA) requirements, as well as for other limited program funding.

*Community Park* - A park with a usable size of 15-40 net acres that provides community-wide recreation facilities, offering a variety of recreation opportunities and serving several neighborhoods within a one- to two-mile radius.

*Demand Analysis*- An estimation of the number of facilities required to accommodate the demand level based on the participation rates at those facilities.

*Development Impact Fees (DIF)* - Contributions from developers in the form of in-lieu fees for major facilities (e.g., community centers, senior centers, gymnasiums, etc.) or improvements to the parkland requires by the Quimby Act in order to meet the needs of residents in new development Under California law, unused and uncommitted fees must be refunded if not obligated in five years.

*Facility Needs Ratio*- The measure of the population level in a given area which creates the demand for one recreation facility.

*General Obligation Bonds* – Bonds that are issued by cities and counties for the acquisition and improvement of real property, including open space. Issuance of bonds is premised on a two-thirds voter approval. General Obligation bonds are secured primarily by ad valorem property taxes at whatever rate is required to service the debt. Cities and counties may increase property taxes beyond the normal Proposition 13 limit to pay the principal and interest on the bonds. Since investors often perceive property taxes as being less risky than the security for other types of indebtedness, General Obligation bonds may be issued at relatively lower interest rates.

## GLOSSARY

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*Joint Use Agreement* – An agreement that provides for shared use, operation and maintenance of properties owned by all parties entering into the agreement. For example, joint-use agreements often exist between cities and school districts.

*Mello-Roos Community Facilities Act (Government Code section 53311 et seq.)* – The Act authorizes local governments to establish community facilities districts (CFDs) within which they may levy special taxes and issue bonds to finance open space acquisition, maintenance and other programs. Approval of the special tax and related bond issue requires approval by two-thirds of the district electorate. When there are fewer than 12 registered voters within a CFD, approval must be by two-thirds of the district's landowners. CFD boundaries need not be contiguous.

*Needs Analysis* – A comparison of the current facility needs and the existing public and private facilities to determine whether the existing facility inventory is adequate in terms of demand conditions.

*Neighborhood Park* – A park with a usable size of 5-15 net acres and a service area of ½ mile that provides for the daily recreation needs or residents within the immediate vicinity.

*Park Acquisition and Development (PAD) Fees* – The primary source of capital improvement funding exacted under the Quimby Act; they also provide for development of improvements on dedicated parkland.

*Quimby Act (California Government Code Section 66477)* – A provision of the Subdivision Map Act that enables a city, by ordinance, to require the dedication of land or payment of fees, or a combination of the two, for park or recreation purposes as a condition to map approval. The dedication or payment shall not exceed a proportionate amount necessary to provide three (3) acres of park area per one thousand (1,000) subdivision residents.

*Redevelopment Agency Funding* – Funds necessary to acquire property and make improvements in an area of blighting conditions are obtained by accepting financial assistance from public or private source, borrowing money, and issuing bonds. Tax allocation bonds secured by tax increment revenues, which is the increase in annual property taxes attributable to redevelopment improvements, are commonly used to finance development of parks and recreation facilities.

*Revenue Bonds* – Bonds that are secured by a pledge of revenues from a particular tax or non-tax source such as assessments or fees; usually carry a higher interest rate than general obligation bonds.

*Special Community Facility* – A recreation facility that provides special community-level recreation function such as a gymnasium, community center, senior center or dog park.

*Special Purpose Amenities* - One of more facilities with a particular use that is not identified in the Needs or Demand Analysis. These amenities may service a community or the entire city. The size of special use amenity shall be no less than three acres and may include facilities

## GLOSSARY

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and features such as gardens, golf courses, commercial skate park venues and other amenities with a special purpose or use.

*Sphere of Influence* – A plan for the probable ultimate physical boundaries and service area of a local governmental agency.

**APPENDIX B**  
**Workshop Results**

# CITY OF SANTA PAULA PARK AND RECREATION MASTER PLAN

## WORKSHOP NUMBER ONE

June 22, 2005

6:30 p.m. Santa Paula Community Center

### SESSION ONE – PROGRAMS

The following is a list of programs developed by the group members that they would like to see implemented by the City. The order of the list below connotes no special priority or importance.

Parades – with themes and vendors
Ghostwalk
Day in the Park monthly activities – Music, Arts & Crafts, Movies
Boys & Girls Club – another facility is needed and current facility needs to be expanded
YMCA Programs
Swimming
Summer youth activities
Easter Egg Hunt
Holiday Programs
Drive-in Theater
4 <sup>th</sup> of July Celebration
Youth Football
Senior Center – Meals on Wheels, Bingo
Leisure Activities at Community Center – Karate, Gymnastics, Music
Meals-on wheels
Karate
Yoga
Cruise Night w/ improved lighting and sound system
Festivals
Little League
Teen Center

After School Programs – Aspire, Avid
Girl’s Softball
Soccer – AYSO
Adult and Youth Soccer Leagues
Volleyball
Boxing
Swimming
Tennis
Baseball
Weight Training
Gymnasium w/ weight room
Track &Field Programs on All-weather Track
Basketball League – Adult and Children’s
Basketball Camps

**CITY OF PERRIS  
CITY OF SANTA PAULA  
PARK AND RECREATION MASTER PLAN**

**WORKSHOP NUMBER ONE**

June 22, 2005

6:30 p.m. Santa Paula Community Center

**SESSION TWO – PROGRAMS**

The Program group responses generated during Session One were ranked by workshop participants in order of importance or desirability with item one being most critical. Several responses described as Programs were entered as priorities

Prioritization of Programs:	
1	Multi-purpose Gym – Weight Room, Basketball courts
1	Youth Activities – career development, after school programs, yoga, karate
2	Soccer Leagues
2	Community Special Events – parades, cultural celebrations
3	Trail System along River and Creeks
3	Adult Programs – career development, continuing education, meals on wheels
4	Recreation Facilities
5	All-weather Running Track
6	Tennis
7	Volleyball
8	Boxing
9	Swimming
10	Baseball

# CITY OF SANTA PAULA PARK AND RECREATION MASTER PLAN

WORKSHOP NUMBER ONE

JUNE 22, 2005

6:30 p.m. Santa Paula Community Center

## SESSION ONE – OPERATIONS, MANAGEMENT AND FUNDING

The following list of issues associated with the running of a well organized Parks and Recreation program by the City, were identified by the respondents seated at various tables. The order of the list below connotes no special priority or importance.

More organized and supervised youth sports activities
More facilities and fields
More coordination between the City and School Districts
Need endowments and funding
Need after-school activities
Need guidance for funding opportunities
Need information as to how local groups can provide funding
Too much use by out of town groups/teams
Insufficient lighting
Need volleyball courts; turf being damaged by current use

**CITY OF PERRIS  
CITY OF SANTA PAULA  
PARK AND RECREATION MASTER PLAN**

WORKSHOP NUMBER ONE  
JUNE 22, 2005  
6:30 p.m. Santa Paula Community Center

**SESSION TWO – OPERATIONS, MANAGEMENT AND FUNDING**

The Operations, Management and Funding responses generated during Session One were ranked by workshop participants in order of importance or desirability with item one being most critical.

Prioritization of Operations, Management and Funding Issues:	
1	Knowledge of funding mechanism(s)
2	Ability to procure funding
3	Ability of community to assist in funding
4	Improvement of management and maintenance
5	Balance in acquisition of facilities

**CITY OF SANTA PAULA  
PARK AND RECREATION MASTER PLAN**

WORKSHOP NUMBER ONE

JUNE 22, 2005

6:30 p.m. Santa Paula Community Center

**SESSION ONE – SITES AND FACILITIES**

The following is a list of programs developed by the group members that they would like to see implemented by the City. The order of the list below connotes no special priority or importance.

Additional Bathrooms at Parks
Port-a-potties
Duck Pond w/ trail
Passive areas
Aquarium
Batting Cages
Indoor Pool
Community Garden
Paid/Reserve Picnic Areas
Play Equipment and Play Areas like Arroyo Vista in Moorpark
Dog Park
Drinking Fountains
Soccer Fields
Need more tables at parks
Need more picnic areas with shelters
Swimming Pool
Fountain at RR Plaza
Pocket Parks with adequate seating
Trails
Tennis Courts
Volleyball Courts

Roque Court
Horseshoe Pits
Low maintenance/ water saving plants
Golf Course/ Driving Range
Amphitheatre @ Ebell Park
Baseball Fields
Develop River Area
Facilities w/ complete kitchens
Public Art/ Sculpture Garden
Football Fields
Need more schools – High School and Middle School

# CITY OF SANTA PAULA PARK AND RECREATION MASTER PLAN

WORKSHOP NUMBER ONE  
JUNE 22, 2005  
6:30 p.m. Santa Paula Community Center

## SESSION TWO – SITES and FACILITIES

The Sites and Facilities group responses generated during Session One were ranked by workshop participants in order of importance or desirability with item one being most critical. Several groups ranked multiple entries as priority one.

Prioritization of Sites and Facilities:	
1	Multi-purpose Park Complex
1	Pay to Play Venues
1	Water Feature @ Railroad Plaza
2	Amphitheatre
2	Horseshoe Pits
2	Volleyball Courts
3	Trails along river and creeks
4	Natural Park w/ quiet setting
5	Improved Lighting
5	Pocket Parks
6	Improve Restrooms
7	Community Gardens
7	Paid/Reserve Picnic Areas
8	Trail System along River
9	Soccer Fields
10	Community Gardens

APPENDIX C  
Community Survey

DATE

Dear Sir or Madam,

*Purkiss Rose-RSI, Landscape Architects, Park and Recreation Planners* has been retained by the City of Santa Paula to update the City's Parks and Recreation Master Plan. As part of the Master Plan document update, you are being asked to complete the attached questionnaire that will provide input to the Parks and Recreation Needs Analysis. Please complete this survey, as it is important to show your organization's current usage of facilities and recreational needs.

The Park and Recreation Needs Analysis is used as a basis for preparing a long term Parks and Recreation Master Plan that includes programs for upgrading, expanding, and renovating existing parks and recreational facilities (including sports fields) and creating new fields within your Community. The Parks and Recreation Master Plan will also establish guidelines and standards for the orderly development of future parks and recreation facilities in your Community. The Master Plan update will be a policy document to provide guidance to the City of Santa Paula in developing and implementing comprehensive recreation programs that meet the needs of all residents within the City. In addition, the document will establish standard criteria for parks and recreation facilities that are functional and result in a safe and healthy environment for everyone.

A stamped return envelope has been included for your convenience. Please respond by **DATE**. All answers and respondents will be kept confidential. Responses will be noted, and may be included in the final document, but no particular group or individual will be identified. Your participation and prompt response is greatly appreciated.

Sincerely,  
**XXX**



4. Do you feel there are adequate recreation facilities available to City residents? Please explain.
  
5. What facilities are most used in the community? Are there any problems related to the over use or lack of use of these facilities?
  
6. Are there any problems with facility coordination? What are some of the solutions you have suggested or implemented?
  
7. Does the City have enough parks for picnics and other passive uses?
  
8. In general, are there enough sports facilities in the City?                      Yes    Maybe    No  
Are there enough lighted sports facilities?    Yes    Maybe    No
  
9. What type of programming do you think is needed in the community? Right now?  
In the future?
  
10. Is there a need or is it important to provide programs that bring the community together?

- 11. How great is the need for the various types of programs listed below. Rate them as adequate services already exist, some need exists or a great need for additional programs exists.**

	Adequate	Some Need Exists	Great Need Exists
Senior Citizens?			
Teens?			
Arts and Cultural Activities?			
Events that Celebrate Cultural Diversity?			
Community Services/Human Service Programs?			
After School or Extended Day Care?			
Educational or Enrichment Classes for Adults?			
Educational or Enrichment Classes for Children?			
Adult Sports Opportunities?			
Alternatives to Youth Sports Programs?			
Preschool-age Activities?			
Community Events?			
Volunteering Opportunities?			
Tutoring or Homework Assistance?			

- 12. How great is the need for the various community and human services listed below? Rate them as adequate services exist, some need exists or a great need for additional programs exists.**

	Adequate	Some Need Exists	Great Need Exists
Food Banks?			
Legal Counseling?			
Financial Counseling?			
Family / Personal Counseling?			
Other? Please List.			

- 13. Are local businesses encouraged to sponsor or participate in community events? If so, how?**

**14. Are there any active community foundations that provide funding for programs?**

**15. Please list any issues of special concern or particular importance that you may have or feel need to be addressed in the Parks and Recreation Master Plan.**

APPENDIX D  
Interview Questions



5. In your opinion do you think the community would accept some commercialization of public facilities in the form of sponsorships, advertising programs, park concessions and leases to commercial recreation operators in order to fund development and maintenance of a comprehensive park and recreation system?
  
6. In your opinion what do you think should be the park dedication standard required for new residential development? (Example: 3 Acres per 1000 population, 5 Acres per 1000 population, land only, land and park development, etc.) This standard may be developed under the Quimby Act, a provision of the Subdivision Map Act, that enables a City, by ordinance, to require the dedication of land or payment of fees, or a combination of the two, for park or recreation purposes as a condition to map approval.
  
7. Do you think the business community would politically accept an increased Park Impact Fee, from the current fee of ~~XXXX~~, on new commercial and industrial development in the City, if it can be shown that a comprehensive park and recreation system benefits business in Santa Paula?
  
8. Should families have to pay a separate, possibly lower, fee for park use than any other type of park user? Should there be a different fee structure for residents vs. non-residents?

9. Do you see a need for more active or passive recreation areas? Or both? What would you consider a good balance of active and passive recreation areas in the community?

10. Is there a need for more open-space in Santa Paula? Are there any specific areas that should be considered?

**APPENDIX E**  
**Park Standards**

## APPENDIX E

### PARK CRITERIA AND DEVELOPMENT STANDARDS

The following park criteria and development standards are presented as guidelines for the City to use in either accepting parks from developers of residential sub-divisions or in planning for parks to be developed by the City. It is important for the City to provide the base level sizes and facilities for each of the park types to insure that the parks meet their intended purpose and to minimize any future complaints that parks were not developed to minimal acceptable park standards.

#### I. COMMUNITY PARKS CRITERIA AND DEVELOPMENT STANDARDS

- A. Purpose: Community parks are intended to provide community-wide recreational facilities and a greater variety of recreation opportunities than a neighborhood park. Community parks can provide a wide variety of uses such as swimming pools, athletic fields, community/recreation centers, cultural centers, picnic areas and gardens. Community parks also serve neighborhood park needs for the immediate neighborhood.
- B. Size: Usable size is between 15 (15-acre net minimum) to 40 plus, the size of a community park site is usually determined by the amount of space needed to accommodate the base level amenities and open space required to serve the community.
- C. Area: Community parks should be placed or located so that they serve several neighborhoods within a radius of two miles.
- D. Base Level Park Development Guidelines for Community Parks: Each community park should have a minimum base level of development, as identified in Table E-1, *Base Level Park Development Guidelines for Community Parks*.

**TABLE E-1**  
**BASE LEVEL PARK DEVELOPMENT GUIDELINES FOR COMMUNITY PARKS**

<b>Park Type</b>	<b>Minimum to Maximum Size</b>	<b>Minimum Base Recreation Facilities</b>	<b>Support Facilities</b>	<b>Optional Facilities</b>
Community	15-40 Acres	Tot Lot/Playground Parking for 150 to 200 cars Informal/Open Space <sup>1</sup> Open Picnic Tables Picnic Shelters <sup>2</sup>  Barbecues Baseball lighted (practice & games) <sup>3</sup> Softball: lighted (practice & games) <sup>3</sup> Basketball: informal Soccer: lighted (practice & games) <sup>4</sup> Tennis Courts: lighted Volleyball Jogging/Exercise Course Natural Areas Trash Receptacles	Public Restrooms	Performing Arts Center, Senior Center, Gymnasium, Community Center, Swimming Pool, or an Aquatics Complex, Skate Park,  Arena Soccer,  Archery,  Interpretive Center, Roller Hockey,  Dog Park, Concession Building, Teen Center, Maintenance Building

Note: <sup>1</sup> All Informal/Open Space areas shall have a maximum 2% gradient.

<sup>2</sup> Picnic shelters for group-type structures would accommodate six to ten picnic tables beneath the shelter.

<sup>3</sup> Practice fields can be accommodated in the informal/open space area(s).

E. Community Park Development Standards: Community parks can be developed adjacent to or in joint use with middle schools or high schools. Minimum Community Park size should be 25 total acres, including school open space/fields when park site is adjacent to a high school or middle school. Sports fields and hard court facilities should be lighted for evening use.

- Access should be provided in close proximity to public transportation or make provisions for public transportation.
- Community parks should have full street improvements and utility connections including, but not limited to, curbs, gutters, grading, automatic irrigation systems (within rights-of-way), turf, walkways and walkway lighting, street paving, traffic control devices, street trees, and sidewalks.
- Community parks should have fencing or walls where appropriate along the property line of that portion of a subdivision contiguous to the park land.
- Community park sites should have enhanced drainage systems with special consideration given to possible installation of subsurface drainage systems in the sports fields.
- When possible, community parks should be located adjacent to other public facilities, such as libraries, museums and existing or proposed trail systems.

- Community parks should be designed to promote public security and facilitate surveillance by law enforcement.

## II. NEIGHBORHOOD PARKS CRITERIA AND DEVELOPMENT STANDARDS

- A. Purpose: Neighborhood parks are intended to provide for the daily recreation needs of residents in the immediate vicinity of the park. Primary uses can include passive activities, open space, active play area, picnic areas and practice play fields with limited lighted facilities.
- B. Size: Usable size is between five to fourteen acres.
- C. Service Area: Neighborhood parks should be placed or located so that they serve contiguous neighborhoods within a one mile radius.
- D. Base Level Park Development Guidelines for Neighborhood Parks: Each neighborhood park has a minimum base level of development, as identified in Table E-2 *Base Level Park Development Guidelines for Neighborhood Parks*.

**TABLE E-2  
BASE LEVEL PARK DEVELOPMENT GUIDELINES FOR NEIGHBORHOOD PARKS**

<b>Park Type</b>	<b>Minimum Base Level Recreation Facilities</b>	<b>Support Facilities</b>	<b>Optional Facilities</b>
Neighborhood Park Five to fifteen acres	Tot Lot/Playground Parking for 15 to 20 cars Informal Open Space/ Play Area <i>(Minimum two (2) acres of open space field at 2% gradient)</i> Picnic Tables Picnic Shelter <sup>1</sup> Barbecues Softball: Practice Only <sup>2</sup> Baseball: Practice Only <sup>2</sup> Basketball: Lighted Paved Walkways Trash Receptacles	Public Restrooms	Tennis Courts Jogging Path Volleyball

Note: <sup>1</sup>Picnic shelters for group-type structures should accommodate six to ten picnic tables beneath the shelter.

<sup>2</sup>Practice fields can be accommodated in the informal/open space area(s).

E. Neighborhood Park Development Standards:

- Elementary schools can serve the function of a neighborhood park for utilization of sports fields. The minimum size of a neighborhood park site should be eight acres including school fields when the park site is adjacent to an elementary school.
- The service area of a neighborhood park should not be divided by natural or manmade barriers such as thoroughfares, irrigation canals, or drainage channels, unless there is adequate access provided over or through such barriers.

- Neighborhood parks should be located centrally to the residential development served whenever possible.
- Whenever possible, new neighborhood parks should be located adjacent to elementary schools and/or special community facilities such as a community center, library or trail system.
- Neighborhood parks should be designed to be easily accessible to students walking to school.
- Neighborhood parks should have full street improvements and utility connections including, but not limited to, curbs, gutters, grading, automatic irrigation systems (within the right-of-way), turf, walkways, walkway lighting, street paving, traffic control devices, street trees and sidewalks, where feasible. A restroom building should be included as an optional amenity in the park when neighborhood parks contain sports fields.
- Neighborhood parks should have fencing or walls along the property line of that portion of the park contiguous to residences adjacent to the park.

### **III. SPECIAL PURPOSE PARK CRITERIA & DEVELOPMENT STANDARDS**

- A. Purpose: Special purpose parks may provide a wide range of activities, such as large passive open space that the community wishes to preserve; active specialized recreation facilities like aquatic centers, trail head parks, arenas, equestrian centers, sports complexes, performing arts centers, nature centers, etc.
- B. Size: There are no criteria for minimum acceptable size for special purpose parks; the size is determined by the amount of space necessary to accommodate the special purpose the park is intended for. Mini parks can be considered special purpose parks and serve to accommodate immediate neighborhood areas by providing such amenities as play areas, barbecues, and picnic areas. Special purpose amenities may range in size from a single residential lot up to the size of a golf course (140 - 200 acres).

### **IV. PRIVATE PARK CRITERIA AND DEVELOPMENT STANDARDS**

- A. Description: Private parks are parks that are not generally accessible by the public or all residents of the City. Parks located behind private gates or with limited public access are deemed private parks. Neighborhood parks may be private in a gated community, however, community parks, by their very nature, must be community serving and should not be private.
- B. Size: In order for developers of private parks within gated neighborhoods to receive parkland dedication credit, the minimum permitted private park size should be four acres. Private parks that are smaller than four acres should be considered greenbelts and should not be eligible for any park credit.

- C. Required Facilities: Each private neighborhood park should contain the recreational features identified in Table E-3, *Base Level Park Development Guidelines for Private Neighborhood Parks*:

**TABLE E-3  
BASE LEVEL PARK DEVELOPMENT GUIDELINES FOR PRIVATE NEIGHBORHOOD PARKS**

<b>Park Type</b>	<b>Minimum Size</b>	<b>Recreation Facilities</b>
Private Neighborhood	Four acres	Tot Lot/Playground Landscape picnic area with tables Two half court basketball courts or one full basketball court Multipurpose sports field (open turf/ practice only) Walkways – paved