

*City of Greenfield Special Events & Recreation Board*  
*Committee Meeting*

*July 14, 2014 8:30 AM*

599 El Camino Real Greenfield CA 93937 831-674-5591  
www.ci.greenfield.ca.us

- A. CALL TO ORDER
- B. ROLL CALL
- C. SELECTION OF CHAIR / VICE CHAIR
- D. BUSINESS
  1. REVIEW of Board's Mission – *Page 1*
    - a. Report
    - b. Public Comments
    - c. Review / Discussion
  2. REVIEW of the FY 2015 Recreational Programming
    - Contractual Recreation and Parks Director
    - FY 2014 CCYSO Staffing
    - FY 2015 CCYSO RPD Recruitment
    - a. Report
    - b. Public Comments
    - c. Review / Discussion
  3. REVIEW of City Budget and Availability of Funding – *Page 4*
    - CCYSO Contract Review – *Page 13*
    - a. Report
    - b. Public Comments
    - c. Review / Discussion
  4. REVIEW of Park Maintenance: Contract vs. City Staff – *Page 42*
    - a. Report
    - b. Public Comments
    - c. Review / Discussion
  5. UPDATE of Community Park Design and Development
    - a. Report
    - b. Public Comments
    - c. Review / Discussion

6. REVIEW of Proposed Repair of City Playgrounds – *Page 109*
  - a. Report
  - b. Public Comments
  - c. Review / Discussion
  
7. DISCUSSION of Replacement of Patriot Park Well – *Page 126*
  - a. Report
  - b. Public Comments
  - c. Review / Discussion
  
8. DISCUSSION of Coordinating Recreational Programming in Greenfield Community
  - CCYSO
  - South County YMCA
  - Little League Baseball
  - Downtown Arts Center
  - Science Workshop
  - Recreation District
  - Memorial Hall District
  - CESPAs Special Programming
  - a. Report
  - b. Public Comments
  - c. Review / Discussion
  
9. REVIEW of Future Special Events
  - 4<sup>th</sup> of July
  - Harvest Festival
  - Holiday/Christmas
  - Easter Egg Hunt
  - Community 10K Races
  - Farmers Market
  - a. Report
  - b. Public Comments
  - c. Review / Discussion
  
10. DISCUSSION of FY 2015 Work Plan and Meetings Schedule
  - a. Report
  - b. Public Comments
  - c. Review / Discussion

## E. ADJOURNMENT

The City of Greenfield does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by contacting the City Clerk Office at 813-674-5591 [arathbun@ci.greenfield.ca.us](mailto:arathbun@ci.greenfield.ca.us).



Your courtesy is requested to help our meeting run smoothly. If you will be kind enough to follow the rules of conduct for public participation in City Council meetings, we can make the best possible use of your time and ours. Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering and any disruptive activities that substantially interfere with the ability of the City Council to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. **Please turn off cell phones and pagers.**

**RESOLUTION NO. 2013-46**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD  
CREATING A RECREATION AND SPECIAL EVENTS ADVISORY BOARD**

**WHEREAS**, the City will benefit from the establishment of a citizen based Recreation and Special Events Advisory Board to promote recreation and cultural enjoyment in the community and

**Whereas** Special Events provide opportunities for family activities and funding for our community's nonprofit agencies and

**Whereas** special events provide partnerships between the City, event sponsors and the community that are valuable in ensuring successful events and

**Whereas** Greenfield once enjoyed having a Signature Event known regionally as The Broccoli Festivities and recognizes the importance such events have played promoting commerce and a sense of pride in the community among all its residents and

**Whereas** there is a public benefit from the City Council and City Manager to obtain citizen input and advice on recreation and special event programing in the community and

**Whereas** Greenfield does not have a Recreation or Special Events Department and desires to provide these opportunities to its residents;

**NOW, THEREFORE, BE IT RESOLVED** the Board shall follow all applicable provisions of the Greenfield City Council Rules and Order and Protocols and such Board shall be created under the follow procedures:

**Title:** The Board shall be officially known as the Recreation and Special Events Board.

- A. **Advisory Function:** The City of Greenfield Recreation and Special Events Board shall serve in an advisory capacity to the City Council and the City Manager. The Board shall serve to advise the City Council and staff on recreation and special event policy as requested by the City Council;
- B. **Duties:** Duties of the Board shall include: 1) Advise the City Council and staff on recreation and special events project and opportunities as requested by the City Council or others in the community; 2) Advise and support staff on recommended budget priorities concerning, recreation and special event programs; 3) Serve as liaison between the community and public agencies concerning recreation and special events; 4) Coordinate special events as requested by the city and 5) provide recommendation to the City Council regarding community sponsorship opportunities which promote Greenfield and the collective enjoyment of its residents.

C. **Membership:** *Number and composition of Board.* The Recreation or Special Events Advisory Board shall consist of seven (7) members appointed by the City Council. Board members shall serve without compensation.

D. **Appointment and terms of members:** The City Council shall appoint seven (7) resident members. Initially the Council shall appoint two (2) members to each serve a one-year term, two (2) members to each serve a two-year term and three (3) members to each serve a three-year term. Following the initial appointment of members to the Board, the City Council shall annually appoint persons to fill the positions of members whose terms have expired. Members of the Board so appointed shall serve three-year terms.

Members of the Board serve at the pleasure of the City Council and may be removed from the Board for any reason. If the position of a member becomes vacant for any reason, the City Council shall appoint another person to serve the unexpired term of the vacated position.

E. **Qualification of members.** Whenever possible, the City Council shall appoint members to the Board who have demonstrated strong community involvement promoting a sense of fun, excitement and community enjoyment and are committed to promoting affordable recreation and special events for the enjoyment of all City residents.

G. **Election of Board officers.** The Board shall elect its officers for a term of one calendar year, not to exceed the member's appointed term.

Chairperson - Presides at meetings of the Board and makes presentations, written and oral, on behalf of the Board to the City Commission and the City Manager.

Vice-Chairperson - Performs the duties of the Chairperson in his/her absence.

H. **Meetings.**

The Board shall meet as necessary or as requested by the City Council or the City Manager. A quorum for the conduct of business by the Board shall be not less than four (4) members of the Board. A majority of the members of the Board present at a meeting shall be necessary to make a determination required by the Board. Meetings of the Board shall be open to the public, and minutes shall be kept. A public record of the Board's minutes and resolutions shall be maintained and made available for inspection by the public.

**PASSED AND ADOPTED** by the City Council of the City of Greenfield at a regularly scheduled meeting held on the 25<sup>th</sup> day of June, 2013 by the following vote:

**AYES**, and in favor thereof, Councilmembers: Mayor Huerta, Mayor Pro-tem Hurley, Councilmembers Moreno, Rodriguez and Walker

**NOES**, Councilmembers: None

**ABSENT**, Councilmembers: None

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John P. Huerta, Jr., Mayor

Attest:

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Ann F. Rathbun, City Clerk

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**DEPARTMENT OF  
PARKS &  
RECREATION**



**100 GENERAL FUND**

Parks  
Recreation & Community Center  
Community Services Facility

# DEPARTMENT OF PARKS & RECREATION

## DIVISION OF PARKS DEPARTMENTAL BUDGET SUMMARY

FUND  
100

CODE  
550

### DIVISION SUMMARY

The City has 19 parks and two indoor recreation facilities. Neighborhood Parks include the Parkside St. Park, Apricot St Park, Baywood Park, Mariposa Park, Vintage Park, Rotary Centennial Park, Barolo Circle Park, Tyler Park and Hicks Park. Neighborhood Parks total 8.9 acres. The City has four unimproved open space parks which include Lexington Park, St Charles Place Park, Tradition Park and Second St Park all totals 31.47 acres. The City's one large community park, Patriot Park, is 19.16 acreage. Currently, the City is in the process of master planning the Apple Community Park which will include a tennis court, basketball courts, a walking trail and other community amenities. Based on the results of Parks and Recreation Facility Assessment in 2009, the City has a total deficit of 17.07 acres in neighborhood parks, 15.47 acres of community parks and 3.51 acres of open spaces. The City has adopted Park Impact fees to identify and implement the recreational goals stated in the

### BUDGET SUMMARY

	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGETED</u>	<u>AMENDED</u>	<u>REQUESTED</u>
<b><u>Personnel</u></b>					
<b>Authorized Positions (FTEs)</b>					
Sustainability Director	-	-	-	-	0.03
Public Works Manager	-	-	0.10	0.10	0.10
Building Inspector	-	-	0.10	0.10	-
Office Specialist	-	-	-	0.02	0.03
Maintenance Workers	-	-	-	1.10	0.55
	-	-	0.20	1.32	0.71
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-2014</u>	<u>2013-2014</u>	<u>2014-15</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGETED</u>	<u>AMENDED</u>	<u>REQUESTED</u>
<b><u>SUMMARY OF EXPENSES</u></b>					
Employee Services	45,095	34,124	41,300	107,500	65,200
Operations	68,823	130,192	20,700	21,300	21,800
Special Projects	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>TOTAL</b>	<b>113,918</b>	<b>164,316</b>	<b>62,000</b>	<b>128,800</b>	<b>87,000</b>

## DIVISION OF PARKS

## DEPARTMENTAL BUDGET

FUND

100

CODE

550

## DETAIL

OBJECT NUMBER	EXPENSE CLASSIFICATION	2011-12 ACTUAL	2012-13 ACTUAL	2013-2014 BUDGETED	2013-14 ESTIMATED	2014-15 PROPOSED
<b>EMPLOYEE SERVICES</b>						
5100000	Salaries	32,506	23,267	24,000	60,700	37,400
5141000	Bilingual Pay	-	-	-	200	200
5111000	Special Pay	-	-	-	500	300
5140000	Police Incentive Pay	-	-	-	-	-
5212000	Pension	4,282	3,288	4,300	10,200	6,100
5289000	Deferred Comp	-	-	-	1,900	400
5211000	Social Security	2,397	1,723	1,900	5,500	3,400
5212000	Medicare	-	-	-	900	500
5251000	Health Insurance	5,910	5,846	8,200	17,600	11,000
5253000	Long term Disability	-	-	-	300	200
5251500	Dental & Vision	-	-	-	400	200
5231000	Workers Comp	-	-	2,900	9,300	5,500
	Total Employee Services	45,095	34,124	41,300	107,500	65,200
<b>OPERATIONS</b>						
6050000	Office Expense	110	-	100	100	100
6070000	Advertising	-	-	-	-	-
6100000	Computer Maintenance & Replacement	-	-	-	-	-
6200000	Insurance	-	-	-	-	-
6250000	Occupancy	7,244	108,009	9,800	9,800	9,800
6300000	Utilities	4,904	9,668	5,500	5,500	5,500
6350000	Communications	-	-	-	-	-
6400000	Operating Supplies	2,078	726	3,600	4,200	4,700
6450000	Vehicle & Equipment Operating Costs	966	1,919	1,700	1,700	1,700
6500000	Contract Services	53,521	9,869	-	-	-
6600000	Professional Development	-	-	-	-	-
6650000	Recruitment	-	-	-	-	-
6990000	Contingency	-	-	-	-	-
	Total Operations	68,823	130,192	20,700	21,300	21,800
<b>SPECIAL PROJECTS</b>						
700000		-	-	-	-	-
	Total Special Projects	-	-	-	-	-
<b>CAPITAL OUTLAY</b>						
	Total Capital Outlay	-	-	-	-	-
<b>ACTIVITY TOTAL</b>		113,918	164,316	62,000	128,800	87,000

DEPARTMENT OF PARKS & RECREATION

**DIVISION OF RECREATION & LEISURE SERVICES**

FUND  
100

DEPARTMENTAL BUDGET  
**SUMMARY**

CODE  
550

**DIVISION SUMMARY**

The FY 2014-15 Recreation and Leisure Service Budget includes funding to Central Coast Youth Sport and a full time Recreation Director and part-time employees for expanding recreation programming. The Director reports directly to the CCYSO Board works closely with the City to expand recreational programming including supervising the recreational staff, scheduling all facilities and coordinating all recreational and communal programs at the Patriot Park and the Community Center. The FY 2014-15 budget also includes funding for utilities and facility maintenance of the City's new Downtown Art Center. The Center is operated by First Night Monterey and the Arts Council for Monterey County and provide visual arts and dance classes with an emphasize on creative, community, collaboration and team work to benefit student achievement and promote positive social skills, including self-confidence, self-control, conflict resolution, collaboration, empathy and

**BUDGET SUMMARY**

**Personnel**

**Authorized Positions (FTEs)**

	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGETED</u>	<u>AMENDED</u>	<u>REQUESTED</u>
Public Works Manager	-	-	0.10	0.10	0.10
Building Inspector	-	-	0.10	0.10	-
Office Specialist	-	-	-	0.02	0.03
Maintenance Workers	-	-	-	1.10	0.55
	-	-	0.20	1.32	0.68

	<u>2011-12 ACTUAL</u>	<u>2012-13 ACTUAL</u>	<u>2013-2014 BUDGETED</u>	<u>2013-2014 AMENDED</u>	<u>2014-15 REQUESTED</u>
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**SUMMARY OF EXPENSES**

Employee Services	648	3,010	-	-	-
Operations	18,624	13,626	135,300	144,000	133,300
Special Projects	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>TOTAL</b>	<b>19,272</b>	<b>16,636</b>	<b>135,300</b>	<b>144,000</b>	<b>133,300</b>



**DIVISION OF COMMUNITY SERVICES FACILITY**

FUND  
100

DEPARTMENTAL BUDGET  
**SUMMARY**

CODE  
111

**DIVISION SUMMARY**

This cost center will not be used in FY 2014-15.

**BUDGET SUMMARY**

**Personnel**

Authorized Positions (FTEs)

	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGETED</u>	<u>AMENDED</u>	<u>REQUESTED</u>
	-	-	-	-	-
	-	-	-	-	-

	<u>2011-12 ACTUAL</u>	<u>2012-13 ACTUAL</u>	<u>2013-2014 BUDGETED</u>	<u>2013-2014 AMENDED</u>	<u>2014-15 REQUESTED</u>
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**SUMMARY OF EXPENSES**

Employee Services	522	249	-	-	-
Operations	7,743	4,584	6,700	4,500	-
Special Projects	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>TOTAL</b>	<b>8,265</b>	<b>4,833</b>	<b>6,700</b>	<b>4,500</b>	<b>-</b>

## DIVISION OF COMMUNITY SERVICE FACILITY

FUND

DEPARTMENTAL BUDGET

CODE

100

### DETAIL

111

OBJECT NUMBER	EXPENSE CLASSIFICATION	2011-12 ACTUAL	2012-13 ACTUAL	2013-2014 BUDGETED	2013-14 ESTIMATED	2014-15 PROPOSED
<b><u>EMPLOYEE SERVICES</u></b>						
5100000	Salaries	382	198	-	-	-
5141000	Bilingual Pay	-	-	-	-	-
5111000	Special Pay	-	-	-	-	-
5140000	Police Incentive Pay	-	-	-	-	-
5212000	Pension	59	24	-	-	-
5289000	Deferred Comp	1	-	-	-	-
5211000	Social Security	28	15	-	-	-
5212000	Medicare	-	-	-	-	-
5251000	Health Insurance	52	12	-	-	-
5253000	Long term Disability	-	-	-	-	-
5251500	Dental & Vision	-	-	-	-	-
5231000	Workers Comp	-	-	-	-	-
	Total Employee Services	522	249	-	-	-
<b><u>OPERATIONS</u></b>						
6050000	Office Expense	-	-	-	-	-
6070000	Advertising	-	-	-	-	-
6100000	Computer Maintenance & Replacement	-	-	-	-	-
6200000	Insurance	-	-	-	-	-
6250000	Occupancy	4,404	1,611	4,100	1,000	-
6300000	Utilities	3,229	2,956	2,600	3,500	-
6350000	Communications	-	-	-	-	-
6400000	Operating Supplies	-	17	-	-	-
6450000	Vehicle & Equipment Operating Costs	-	-	-	-	-
6500000	Contract Services	-	-	-	-	-
6600000	Professional Development	110	-	-	-	-
6650000	Recruitment	-	-	-	-	-
6990000	Contingency	-	-	-	-	-
	Total Operations	7,743	4,584	6,700	4,500	-
<b><u>SPECIAL PROJECTS</u></b>						
700000		-	-	-	-	-
	Total Special Projects	-	-	-	-	-
<b><u>CAPITAL OUTLAY</u></b>						
		-	-	-	-	-
	Total Capital Outlay	-	-	-	-	-
<b>ACTIVITY TOTAL</b>		8,265	4,833	6,700	4,500	-

# PARK IMPACT FEE FUND

## FUND SUMMARY

	<u>2011-12 ACTUAL</u>	<u>2012-13 ACTUAL</u>	<u>2013-2014 BUDGETED</u>	<u>2013-2014 AMENDED</u>	<u>2014-15 REQUESTED</u>
<b>BEGINNING BALANCE</b>	649,304	830,106	832,465	862,700	862,700
<b><u>REVENUES</u></b>					
Impact Fees	222,036	54,130	-	-	-
Interest	4,702	3,480	20,000	-	-
Other Revenue	-				
<b><u>TOTAL REVENUES</u></b>	<b>226,738</b>	<b>57,610</b>	<b>20,000</b>	<b>-</b>	<b>-</b>
<b><u>TOTAL RESOURCES</u></b>	<b>876,042</b>	<b>887,716</b>	<b>852,465</b>	<b>862,700</b>	<b>862,700</b>
<b><u>EXPENDITURES</u></b>					
Public Works - Capital Projects	32,599	-	34,300	-	-
Other	13,337	24,974	-	-	-
Playground Enhancement					155,000
Patriot Park Ball Field Improvements					250,000
<b><u>TOTAL EXPENDITURES</u></b>	<b>45,936</b>	<b>24,974</b>	<b>34,300</b>	<b>-</b>	<b>405,000</b>
<b><u>ENDING BALANCE</u></b>					
Designated/Reserve	830,106	862,742	818,165	862,700	457,700
Unexpended Expenditures	-	-	-	-	-
<b><u>AVAILABLE FUND BALANCE</u></b>	<b>830,106</b>	<b>862,742</b>	<b>818,165</b>	<b>862,700</b>	<b>457,700</b>

**Park Impact Fee Fund:** Impact fee are collected to service the park needs of subdivision inhabitants for the purpose of developing new or rehabilitating existing neighborhood or community park or recreation facilities to serve the subdivision Law governing the use of park Impact fees require that the City must develop a schedule specifying how, when, and where it will use the land or fees, or both, to develop park or recreational facilities to serve the residents of the subdivision. Any fees collected under the ordinance must be committed within five years after the payment of the fees or the issuance of building permits on one-half of the lots created by the subdivision, whichever occurs later. If the fees are not committed, they, without any deductions, shall be distributed and paid to the then record owners of the subdivision in the same proportion that the size of their lot bears to the total area of all lots within the subdivision.

**FUND SUMMARY**

	<u>2011-12 ACTUAL</u>	<u>2012-13 ACTUAL</u>	<u>2013-2014 BUDGETED</u>	<u>2013-2014 AMENDED</u>	<u>2014-15 REQUESTED</u>
<b>BEGINNING BALANCE</b>	-	-	13,517	-	-
<b>REVENUES</b>					
Prop84 Grant	-	-	-	373,300	2,705,000
Other Revenue	-	-	2,918,783	-	-
<b><u>TOTAL REVENUES</u></b>	<b>-</b>	<b>-</b>	<b>2,918,783</b>	<b>373,300</b>	<b>2,705,000</b>
<b><u>TOTAL RESOURCES</u></b>	<b>-</b>	<b>-</b>	<b>2,932,300</b>	<b>373,300</b>	<b>2,705,000</b>
<b>EXPENDITURES</b>					
Parks & Recreation- Capital	-	-	2,932,300	277,300	2,705,000
Administrative Costs	-	-	-	2,400	-
Other	-	-	-	93,600	-
<b><u>TOTAL EXPENDITURES</u></b>	<b>-</b>	<b>-</b>	<b>2,932,300</b>	<b>373,300</b>	<b>2,705,000</b>
<b>ENDING BALANCE</b>					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
<b><u>AVAILABLE FUND BALANCE</u></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**AGREEMENT FOR THE OPERATION AND MAINTENANCE  
PATRIOT PARK-SOCCER PARK  
AND  
RECREATION PROGRAM  
Between  
THE CITY OF GREENFIELD  
And  
CENTRAL COAST YOUTH SPORTS ORGANIZATION**

**Dated July 1, 2013**

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**AGREEMENT FOR THE OPERATION AND MAINTENANCE**

**of**

**PATRIOT PARK-SOCCER COMPLEX  
AND**

**RECREATIONAL PROGRAMMING**

**Between**

**THE CITY OF GREENFIELD**

**and**

**CENTRAL COAST YOUTH SPORTS ORGANIZATION**

THIS AGREEMENT is made and entered into on this day of April 1, 2012 by and between the CITY OF GREENFIELD (hereafter referred to as the "CITY"), a municipal corporation and CENTRAL COAST YOUTH SPORTS ORGANIZATION (hereafter referred to as "CCYSO"), a California nonprofit corporation.

WHEREAS, the CITY received proposals for the operation and maintenance of the fields at Patriot Park and the Adjacent Soccer Complex (hereafter referred to as "PPASP"); and

WHEREAS, the City Council determined that operation and maintenance of the PPASP will be best be served by an outside, non-profit entity capable of such services; and

WHEREAS, the CITY'S Parks and Recreation Commission and Public Works Department (the "DEPARTMENT") received and analyzed the proposal which was received between July 1, 2011 and September 15, 2011; and

WHEREAS, the City Council selected CCYSO to operate and maintain the PPASP in accordance with the terms and conditions of this AGREEMENT hereinafter; and

WHEREAS, CCYSO desires to secure and enter into an agreement in accordance with the foregoing and undertakes to provide services of the type and character required therein by the CITY to meet the needs of the public at the PPASP; and

WHEREAS, the principal purpose of the CITY entering into this AGREEMENT is to serve the public by providing a well maintained and operated sports field and related facilities and services hereinafter "CONCESSIONS", and

WHEREAS , CCYSO desires and is able to provide recreational programming to meet the needs of all City residents and which will approved by the City Manager

NOW THEREFORE, in consideration of the premises and of the terms, covenants and conditions hereinafter contained to be kept and performed by the respective parties it is agreed as follows:

## **SECTION 1 DEFINITIONS**

For the purpose of this AGREEMENT the following capitalized words and phrases not defined elsewhere in this AGREEMENT are defined and shall be construed as hereinafter set forth:

**AGREEMENT:** This AGREEMENT FOR THE OPERATION AND MAINTENANCE OF THE PATRIOT PARK AND ADJACENT SOCCER PARK CONCESSION.

**FISCAL YEAR:** The period from July 1 to June 30 of the next calendar year.

**IMPROVEMENTS:** All buildings and appurtenances recessed into or attached by any method to the ground or to another object which is recessed or attached to the ground or to other CITY owned facilities such as buildings, turf, fences, posts, signs, electrical hookups, irrigation systems, plumbing, tracks, tanks, etc.

**PREMISES:** The geographical area as defined in **Exhibit A** which is the subject of this AGREEMENT and in which the CONCESSION may be operated.

**RECREATIONAL PROGRAMMING:** Those recreational programming and classes specified in **Exhibit B**

## **SECTION 2 PERMISSION GRANTED**

A. For and in consideration of payment of the fees and charges as hereinafter provided and subject to all of the terms, covenants and conditions of this AGREEMENT, the CITY hereby grants CCYSO subject to all of the terms and conditions of this AGREEMENT the exclusive right and obligation within the PREMISES to: (1) offer the use of the PPASP approved by the City Manager; and (2) operate and maintain the PPASP for the purpose of hosting, organizing, or scheduling of the PPASP for sporting events appropriate for the PPASP including, but not limited to football, soccer, lacrosse, field hockey, rugby, golf, cheerleading and other special events.

The CONCESSION rights herein granted shall be carried on solely within the limits and confines of said areas designated as PREMISES and as shown in **Exhibit A**.

B. CCYSO by accepting this AGREEMENT agrees for itself and its successors and assigns that it will not make use of the PREMISES in any manner which might interfere with the recreational uses of the PPASP.

C. The CITY reserves the right to further develop or improve the PREMISES as it sees fit without interference or hindrance; however the CITY shall consider the desire and views of CCYSO. No other activity, service or amenity shall be provided by

CCYSO unless related to CONCESSION, nor without the express written approval of the DEPARTMENT.

### **SECTION 3 PREMISES**

A. The PREMISES subject to this AGREEMENT are located at Oak Avenue & 13th Street, Greenfield, CA 93927 (see **Exhibit A**).

B. The PPASP includes, but is not limited to, six grass soccer fields, three baseball/softball fields, the Community Center and facilities contained therein, and two parking lots adjacent to two parks. This AGREEMENT explicitly includes the maintenance of grass fields and baseball fields only. Maintenance of all structures, parking areas, irrigation systems, lights, and any other physical structures will be the responsibility of the CITY. CCYSO may provide recommendations to the CITY regarding irrigation systems, lighting, parking, meeting rooms or restroom facilities as may be appropriate, and the CITY is expected to act within a reasonable timeframe to address critical issues, especially associated with irrigation systems and water supply. CCYSO may use of the Community Center located in Patriot Park for after school programs, restroom facilities, league meetings and other community events coordinated through CCYSO. To the extent such facilities are utilized and scheduled, they are also included in the PREMISES definition.

C. CCYSO shall not use or allow the PPASP or the PREMISES to be used in whole or in part during the term of this AGREEMENT for any use in violation of any present or future laws, ordinances, rules and regulations at any time applicable thereto of any public or governmental authority or agencies, departments, or officers thereof, including the CITY. These ordinances, rules and regulations include those which relate to sanitation, public health and safety.

D. At any time during the term of this AGREEMENT, the CITY may, at the direction of the City Manager) require CCYSO to surrender any portion of the PREMISES for a public necessity. Should the CITY impose such a requirement on CCYSO, the City shall attempt to provide CCYSO with equivalent substitute space as needed or applicable or financially viable as determined by the City.

### **Section 4 RECREATIONAL PROGRAMMING**

A. In order to establish recreational opportunities in the City, CCYSO will work with the City to develop and co-brand recreational programming that is well run, creative and in keeping with the needs of the community.

B. CCYSO shall promote all current and future programs and activities in such a way that credits both organizations while expanding the overall offerings available to community members.

C. CCYSO shall plan for ten or more recreational activities for 2013 which will include but not be limited to the following core programs:

- a. Youth sports: Includes soccer clinics, recreation league, baseball, girls softball and little league. CCYSO will host its first recreational soccer league during Spring, 2013.
  - b. First Tee program: The program will be offered 1-2 times per week. This would be a partnership with the new program being started in King City by First Tee, and would afford youth in Greenfield to be part of the King City program and the golf program that will be offered through this community.
  - c. Zumba class: Offered three times per week and open to any participants at the community center.
  - d. Women & Children Self-defense Karate: Offered three times per week beginning in February.
  - e. Spring, summer and winter camps: Week-long half-day camps filled with variety of activities and sporting events for kids ages 5-12
  - f. Literacy program: CCYSO will be starting a literacy program after school in the spring and summer to help develop English readers that in turn will help train siblings and family at home on reading skills.
  - g. Family movie nights: Offered twice a month on Friday nights.
  - h. Cooking classes for youth to learn culinary skills and prepare a special dinner for parents on occasion.
- D. CCYSO shall ensure all activities are branded and promoted both through the City of Greenfield as well as through CCYSO web site and special promotional materials. There will be agreement between both organizations' management to determine the priority of each program and the role of each organization in delivery the recreational programs. CCYSO will evaluate the attendance and ongoing efficacy of each program to be sure it is meeting needs of community constituents.
- E. CCYSO shall expand the role of the current Operations Director to a full time position and designate it as the Parks and Recreation Director. The Parks and Recreation Director will primarily be committed to recreational programming and implementation on behalf of CCYSO and the City of Greenfield.
- F. Key duties will include but not be limited to the following:
- a. Supervise the recreational staff
  - b. Schedule oversight for all facilities
  - c. Implement and, when necessary and appropriate, interpret recreational policies to ensure equal access for all city residents and program users

- d. Plan, organize and act as coordinator with regard to a number of recreational and communal programs at the park level, community center or with regard to other recreational facilities
  - e. Conduct meetings with public organizations and the community at large in order to better explain the objective of certain programs
  - f. Plan and budget for classes, activities and events, promote activities in the community, attend activities to ensure proper implementation, oversee staff and maintain attendance logs.
  - g. Coordination with other City departments, including Police and Public Works Departments with regard to facility usage, support services and overall goals of the programs
- G. CCYSO will contract with an additional part-time position which will assist with the following activities to free up the Parks and Recreation Director's time to focus on programming and community engagement efforts:
- a. Manage reservations for facility use at all parks and facilities, including applications, insurance processing, scheduling, fee collection and ongoing communications with regard to events.
  - b. Prepare, file and keep appropriate records of all transactions and schedules.
  - c. Procure supplies, such as copies, sports equipment, reading materials, and the like, for programs offered through the City and CCYSO.
  - d. Answering phones and respond to questions during peak hours.
- H. This position will be hired for approximately 20 hours per week at \$12 per hour by CCYSO, but with the clear expectation that their time will be dedicated to supporting the City of Greenfield and CCYSO efforts

## **SECTION 5 TERM OF AGREEMENT**

A. The term of this AGREEMENT shall be twenty-four (24) months, subject to early termination as set forth in Section 19. This AGREEMENT shall commence on July 1, 2013 and will terminate on June 30, 2015. This AGREEMENT may be extended in increments to coincide with the normal fiscal year of the CITY at the agreement of both parties at least thirty (30) days prior to the expiration of this AGREEMENT in effect

## **SECTION 6 CONCESSION FEE AND PAYMENT, QUARTERLY REPORTS**

A. As part of the consideration for CCYSO'S services to and on behalf of the CITY, the CITY shall pay CCYSO a quarterly payment as follows:

1. July 1, 2013: \$31,250
2. October 1, 2013: \$31,250
3. January 1, 2013: \$31,250
4. April 1, 2013: \$31,250
5. July 1, October 1, 2014,

January 1 and April 1, 2015, quarterly payments will remain the same unless modified by mutual agreement by both parties commensurate with any changes in scope of work by CCYSO.

At the beginning of each new contract year, the CITY and CCYSO will meet to review and discuss the proposed budget for the upcoming year and agree to annual payment from the CITY with the intent of minimizing the CITY'S annual payment while insuring adequate support to CCYSO to maintain fields and parks at high quality levels and increasing participating of community youth in outdoor sports utilizing the fields. In lieu of this meeting or a revised amount upon mutual agreement, the CITY agrees to pay CCYSO according to the schedule and amounts above

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B. Method of Payment. The quarterly concession payments shall be addressed to the following person and address:

ATTENTION: Eric Johnsen, President  
Central Coast Youth Sports Organization  
25560 Meadowview Circle  
Salinas, CA 93908

C. CCYSO shall maintain and submit to the CITY regular statistical information and reports on the ongoing programs field reservations, participant levels, use by sports type, gross receipts and net receipts associated with management and maintenance of the PPASP.

## **SECTION 7 CAPITAL IMPROVEMENT PROGRAM**

A. The CITY and CCYSO shall negotiate in good faith to develop and agree by April of each fiscal year upon a three (3) year capital improvement program for the

PREMISES and PPASP. Such program shall set forth the needed capital improvements to be made within the three (3) year program and the respective responsibilities of the CITY and CCYSO to fund and complete such program if approved by both the CITY Council and by the CCYSO Board. The respective share of responsibility of the program shall reasonably reflect the following factors: the term of this AGREEMENT and possible future extension of this AGREEMENT; the expected life of the improvements; the degree to which the activities of each party contribute to the wear and tear on the improvements; and the need for the improvements and the expertise of each respective party to make any such improvements.

## **SECTION 8 LATE PAYMENT**

A. Failure of the CITY to pay any of the quarterly fee payments when due is a breach of this AGREEMENT for which CCYSO may terminate the agreement if quarterly payments exceed 90 days past due. CCYSO will make every reasonable effort to communicate with City and resolve payment issues prior to executing its termination right under this Agreement.

## **SECTION 9 PARK USAGE**

A. In the case of disputes during the life of this AGREEMENT over any conditions which may impede upon CCYSO's quiet enjoyment of the PREMISES, the City Manager shall have final determination of any solution to such dispute and the City Manager's final determination shall be binding upon all parties in such dispute.

B. Charges and Pricing. CCYSO shall have the right to charge and establish prices for the usage of the PPASP fields, parking, advertising and any other usage of the PREMISES permitted under this AGREEMENT subject however to approval by the City Manager. Such determination shall take into account the business considerations presented by CCYSO. CCYSO shall provide the City Manager with a list of prices for all services and goods offered pursuant to this AGREEMENT. This list shall be reviewed annually and updated, if necessary, whenever prices are changed. CCYSO shall also consult with the sports leagues established in the area as well as its Advisory Council and the City's Financial and Budget Advisory Board comprised of community members regarding the proposed fees to insure they are reasonable and accessible to all community members.

C. Scheduling. CCYSO shall establish and implement a field reservation system and shall schedule PPASP field usage for community use and other regional uses.

D. City Use. The CITY shall have the right to utilize the PPASP for community events when it determines that such use is in the best interest of the community. The CITY agrees to coordinate with CCYSO regarding the schedule so as to minimally impact high season sports and usage.

E. Parking Use. The improved parking lots are part of the PREMISES under this AGREEMENT and CCYSO shall have the right to levy and collect parking fees which shall be used to provide recreational programming to the community.

F. Advertising. CCYSO shall have the right to pursue advertising and sponsorship agreements in partnership and collaboration with the City whenever possible to jointly promote the partnership between the City and CCYSO.. CCYSO may be allowed to have temporary advertising for alcohol products for exclusively adult only tournaments and special events occurring on the PREMISES upon approval by the City Manager.

G. Naming Rights. CCYSO shall have the right to pursue and have the authority to enter into agreements, with City approval, for advertising naming rights for the fields amenities provided that the term of any such agreement shall not continue beyond the term of this AGREEMENT and shall be subject to cancellation in the event this AGREEMENT is cancelled. CCYSO may also pursue naming rights agreements for the entire PPASP subject to approval by the City Council by resolution. CCYSO and the CITY shall work in good faith to negotiate the terms of any agreement.

H. Food and Beverage Concession Stand. CCYSO shall have the right to establish or permit food and beverage sales at the concession stand provided that no such concession shall sell any alcohol or tobacco products..

I. Vending Machines. CCYSO shall not install or allow to be installed any vending machines, electronic games or other coin operated machines without prior written approval of the City Manager. The City Manager shall have the right to order the immediate removal of any unauthorized machines.

J. Signage. CCYSO may design and construct a sign on the PREMISES to advertise the location and events at the PPASP subject to the approval of the City Manager. CCYSO shall provide an advertising sign plan to the City Manager for approval.

## **SECTION 10 OPERATING RESPONSIBILITIES**

CCYSO shall at all times during the term of this AGREEMENT comply with the following conditions:

A. Conduct. CCYSO shall at all times conduct its business in a professional, quiet and orderly manner to the satisfaction of the City Manager. CCYSO shall use its best efforts to permit no intoxicated persons, profane or indecent language or boisterous or loud conduct in or about the PREMISES, and shall not knowingly allow the unlawful use or possession of illegal drugs, narcotics or controlled substances on the PREMISES. CCYSO will call upon peace officers to assist in maintaining peaceful conditions.

B. Non-Discrimination. CCYSO in its CONCESSION operations at the PREMISES, for itself, its personal representatives, successors in interest and assigns, as part of the consideration hereof, does hereby covenant and agree that: (1) no person on the grounds of race, color, national origin, religion, ancestry, sex, age, physical disability or sexual orientation shall be excluded from the PREMISES or PPASP or activities thereon, denied the benefits of or be otherwise subjected to unjust discrimination in access to or in the use of the facilities covered by this AGREEMENT; (2) that in the construction of any IMPROVEMENTS on over or under the PREMISES authorized to be

utilized herein and the furnishing of services thereon, no person on the grounds of race, color, national origin, religion ancestry, sex, age, physical disability, gender identification or sexual orientation shall be excluded from participation in and denied the benefits of or otherwise be subjected to ~~unjust~~ discrimination. In addition, CCYSO during the term of this AGREEMENT agrees not to unjustly discriminate in its employment practices against any employee or applicant for employment because of the employee's or applicant's race, color, religion, national origin, ancestry, sex, age, physical disability or sexual orientation. All subcontracts entered into by CCYSO shall contain a like provision.

C. Qualified Personnel and Contractors. CCYSO will, in the operation of the CONCESSION, employ, contract, or permit the employment of only such personnel as will assure a high standard of service to the public and cooperation with the CITY. All such personnel while on or about the PREMISES shall be neat in appearance and courteous at all times and shall be appropriately attired with passes or other suitable means of identification. No person employed by CCYSO while on or about the PREMISES shall be under the influence of illegal drugs, narcotics, other controlled substances or alcohol or use inappropriate language or engage in otherwise inappropriate conduct for a work environment. In the event an employee is not satisfactory to the CITY, CCYSO shall remove that person from the PREMISES.

D. Concession Manager. CCYSO shall appoint a Concession Manager of CCYSO's operations at the PREMISES and/or at office space provided by the CITY. If CCYSO elects to subcontract the management of any or all of the CONCESSION operations to a managing entity or entities, the provisions of this Section shall also apply to any such entity.

E. Marketing and Promotion. CCYSO shall use its best efforts to market and promote the usage of the PPASP and the PREMISES for purposes permitted under this AGREEMENT. Each FISCAL YEAR, CCYSO shall work with the CITY to develop an annual marketing plan, which plan shall include goals to support local economic development activities. The CITY reserves the right to concurrently market and promote the use of the PPASP.

F. Utilities. The CITY shall be responsible for utility charges. Charges may include, but are not limited to, deposits, installation costs, meter deposits, and all service charges for gas, electricity, heat, air conditioning and other utility services to the PREMISES. The CITY will incur the cost of all refuse collection from the main dumpster during the term of this AGREEMENT.

G. Safety. CCYSO shall correct safety deficiencies and violations of safety practices immediately after the condition becomes known or the City Manager notifies CCYSO of said condition. CCYSO shall cooperate fully with the CITY in the investigation of accidents occurring on the PREMISES. In the event of injury to a patron or customer, CCYSO shall reasonably ensure that the injured person receives prompt and qualified medical attention and as soon as possible thereafter. CCYSO shall notify

the CITY in writing describing the person's injured and the time place and nature of the injury.

H. Security. CCYSO shall be responsible for maintaining reasonable security of the PREMISES during events and usage. CCYSO may install equipment approved by the CITY which will assist in protecting the PREMISES from theft, burglary, or vandalism. Any such equipment must be purchased, installed and maintained by the CITY as agreed upon by both parties. CCYSO will rely on response from local police in the instance of violence, unruly tenants, vandalism, or other such activities beyond the normal scope of surveillance.

I. Environmental Sensitivity. CCYSO must operate the CONCESSION in an environmentally sensitive manner and all operations must comply with CITY policies and ordinances regarding protection of the environment. CCYSO shall not use or allow the use on the PREMISES of environmentally unsafe products. With the application of herbicides, fields will be closed during application periods and appropriate number of days thereafter so as to assure compliance with all safety requirements and manufacturer recommendations for safe application.

J. Fund Raising Activities. CCYSO will be expected to cooperate with CITY personnel on all matters relative to the conduct of fundraising and/or special events.

K. Community Outreach. CCYSO shall coordinate and cooperate with the DEPARTMENT to develop strategies to outreach to all members of the community particularly those living in low to moderate income areas, fixed income households, youth, the disabled, etc. to provide its services to these members of the community who may not otherwise have the opportunity to partake in the services provided by CCYSO.

L. Resources Supplied by CCYSO. CCYSO shall supply resource items that are specifically listed in this Section in order to ensure business operations are run effectively and efficiently.

## **SECTION 11 MAINTENANCE AND REPAIR**

A. As-Is. CCYSO acknowledges that it is agreeing to a concession of the PREMISES on an as-is basis.

B. Maintenance and Operating Standards. During all periods that the PREMISES are used or are under the control of CCYSO for the uses, purposes and occupancy set forth in this AGREEMENT, CCYSO shall maintain and operate the PREMISES and the PPASP at its own expense in compliance with law and unless otherwise more specifically set forth to a standard equal to or better than standards in place as of the commencement of this AGREEMENT.

C. General Responsibilities.

CCYSO responsibilities:

Restrooms: CCYSO will maintain park and facility restrooms in a clean and sanitary manner at all times.

Fields. CCYSO shall at its own expense keep and maintain the grass fields at a high standard required by tournament play. CCYSO shall ensure that trash is properly removed during each event or organized use of City fields.

Irrigation system: CCYSO shall maintain and operate all irrigation systems and fixtures, except for the CITY-installed well, pump, and filtering devices. CCYSO will purchase replacement heads for sprinklers and valves as needed.. All major or substantial repair work will be pre-approved through the CITY or the City Manager. CCYSO will provide prompt notice to the CITY with regard to any repairs, upgrades or replacements as needed to the irrigation systems, and the CITY will in turn respond in a timely manner to these suggested repairs and upgrades. CCYSO expects that the appropriate minimum standards for water delivery from the pump of at least 500 gpm and 70 psi at the well-head on a sustained basis. The pump is specified to produce nearly 800 gpm and psi of 70 and above.

Pest Control. CCYSO shall be responsible for pest control limited to the PREMISES and including application of fungicide and gopher abatement only. All other abatement will be the responsibility of the CITY.

Volunteers. CCYSO shall also coordinate with users to help voluntarily maintain the facilities.

The above responsibilities are estimated to require 1.2 FTE employees to complete the following tasks:

- |                               |                                  |
|-------------------------------|----------------------------------|
| 1. Mowings                    | 40 per year                      |
| 2. Water                      | 5 acre ft/acre of turf           |
| 3. Fertilize                  | 6 applications/year              |
| 4. Field Paint                | Biweekly in season               |
| 5. Aeration                   | Annually                         |
| 6. Pest management            | (fungicide, gophers etc.)        |
| 7. Weed management            | Fields, fence line, common areas |
| 8. Trash/bathroom maintenance | 2 times/week                     |
| 9. Equipment R&M              |                                  |

CITY responsibilities:

Restrooms. CCYSO shall be responsible for necessary janitorial duties on weekdays, and minor plumbing and other repairs to restrooms that may be required on any day. Said needed cleaning and repairs may result from normal wear and tear as well as vandalism.

Buildings and Structures. The CITY shall be responsible for the building structures, parking lots, fencing, sidewalks or any other structures not part of the regular grass field maintenance and repairs.

Irrigation system: The CITY shall be responsible for repair of irrigation line and the purchase of supplies for underground irrigation systems.. The CITY shall be responsible for maintenance and operation of the CITY well, pump, and irrigation clock.

D. Property Damage and Theft Reporting. CCYSO shall report to the CITY in writing in the event that the PREMISES and/or any CITY-owned property is damaged or destroyed in whole or in part from any cause.

E. Equipment. CCYSO may, at its own expense, purchase or receive donations for equipment required at the parks for recreational and sports uses. With City approval, CCYSO has the right to charge rent or usage fees for such equipment or to roll into a City approved user fee a portion to help cover and replace capital equipment on a periodic and as-needed basis.

F. Damage or Destruction to Premises.

1. Partial Damage. If all or a portion of the PREMISES are partially damaged by fire, explosion, flooding, inundation, floods, the elements, acts of the public enemy, or other casualty, but not rendered uninhabitable, the same will be repaired with due diligence by the CITY at its own cost and expense, subject to the limitations as hereinafter provided, that if said damage is caused by the acts or omissions of CCYSO, its agents, officers or employees, CCYSOs shall be responsible for reimbursing the CITY for the cost and expense incurred in making such repairs. If the damages as described in this Section are so extensive as to render the PREMISES or a portion thereof uninhabitable, but are capable of being repaired within a reasonable time not to exceed sixty (60) days, the same shall be repaired with due diligence by the CITY at its own cost and expense and a negotiated portion of the fees and charges payable hereunder shall abate from the time of such damage until such time as the PREMISES are fully restored and certified by City Manager as again ready for use, provided, however, that if such damage is caused by the acts or omissions of CCYSO, its agents, officers, or employees. CCYSO shall be responsible for the cost and expenses incurred in making such repairs.

2. Complete Destruction. In the event all or a substantial portion of the PREMISES are completely destroyed by fire, explosion, the elements, acts of the public enemy, or other casualty, or are so damaged that they are uninhabitable and cannot be replaced except after more than sixty (60) days, the CITY shall be under no obligation to repair, replace, or reconstruct the PREMISES and an appropriate portion of the fees and charges payable hereunder shall abate as of the time of such damage or destruction and shall henceforth cease until such time as the PREMISES are fully restored. If within four (4) months after the time of such damage or destruction said PREMISES have not been repaired or reconstructed, CCYSO may terminate this AGREEMENT in its entirety as of the date of such damage or destruction.

Notwithstanding the foregoing, if the PREMISES or a substantial portion thereof are completely destroyed as a result of the acts or omissions of CCYSO, its agents, officers, or employees, the CITY may in its discretion require CCYSO to repair and reconstruct the same within twelve (12) months of such destruction and CCYSO shall be responsible for reimbursing the CITY for the cost and expenses incurred in making such repairs.

3. Limits of the CITY'S Obligation Defined. In the application of the foregoing provisions the CITY may, but shall not be obligated, to repair or reconstruct the PREMISES. If the CITY chooses to do so, the CITY'S obligation shall also be limited to repair or reconstruction of the PREMISES to the same extent and of equal quality as obtained by CCYSO at the commencement of its operations hereunder.

## **SECTION 12 LIABILITY**

### **A. Indemnification.**

1. To the extent permitted by law, except for the active negligence or willful misconduct of the CITY, CCYSO undertakes and agrees to defend, indemnify, and hold harmless the CITY, and any and all of its officers, agents, and employees from and against all suits, causes of action, claims, losses, demands and expenses including, but not limited to, attorney's fees and cost of litigation, damage or liability of any nature whatsoever for death or injury to any person including CCYSO's employees and agents or damage or destruction of any property of either party hereto or of third parties arising in any manner by reason of or incident to the performance of this AGREEMENT on the part of CCYSO its officers, agents, employees or sub-contractor of any tier.

2. CCYSO, in consideration of the granting of this AGREEMENT agrees to hold the CITY harmless for any and all claims or rights of action for damages which may or might arise or accrue to CCYSO its officers, agents, servants, employees or others who may be on the PREMISES at its invitation or the invitation of any one of them by reason of injury to the property or the persons of any of them resulting from the entry upon or the use of the PREMISES by the CITY at any time for any purpose necessary or convenient in connection with public works.

B. Insurance Required. CCYSO shall at its own cost and expense purchase and maintain throughout the term of this AGREEMENT the following insurance:

1. Automobile and Liability. CCYSO shall maintain business automobile liability insurance, any auto including owned autos, non-autos and hired autos, comprehensive general liability insurance, and employer liability insurance, protecting CCYSO, the CITY, and their members including without limitation members of the City Council, its officers, agents and employees all of whom shall be named as additional insured from and against any and all liabilities arising out of or relating to CCYSO's use or occupancy of the PREMISES or the conduct of its operations under this AGREEMENT in such form and with such companies as the CITY may reasonably approve with a combined single limit or its equivalent per occurrence of not less than

the amount set forth below with a deductible reasonably acceptable to the CITY with a waiver of any right of subrogation that the insurer may have against the CITY with contractual liability coverage for CCYSO'S covenants to and indemnification of the CITY under this AGREEMENT. This insurance shall provide that it is primary insurance as respects any other valid and collectible insurance the CITY may possess including any self-insured retention or deductible the CITY may have and that the CITY shall not be obligated to contribute to cover any loss damage or liability. This insurance shall also provide that it shall act for each insured and each additional insured as though a separate policy has been written for each provided however that this provision shall not operate to increase the policy limits of the insurance.

Business Automobile Liability \$1,000,000.

Comprehensive General Liability \$2,000,000.

Employer Liability \$1,000,000.

2. Workers Compensation. CCYSO shall maintain workers compensation insurance as required by the laws of California provided however that CCYSO may self-insure its workers compensation liability subject to all applicable requirements of California law together with employer liability insurance in the coverage amount of not less than \$1,000,000.

3. Insurance Certificates. Prior to commencement of the term of this AGREEMENT and at least thirty (30) days prior to the expiration of any policy or policies theretofore provided hereunder by CCYSO, CCYSO shall cause a certificate or certificates of insurance and all required endorsements to be furnished to the CITY evidencing all such coverage and such certificate shall provide that the policy or policies will not be cancelled, limits thereunder will not materially change without first providing at least thirty (30) days written notice thereof to the CITY. At the CITY'S request copies of all required insurance policies will be provided to the CITY. Insurance coverage will be retroactive to the commencement term of this AGREEMENT.

## **SECTION 13 PROHIBITED ACTS**

CCYSO shall not:

A. Rent, sell, lease or offer any space for storing of any articles whatsoever within or on the PREMISES other than specified herein without the prior written approval of the City Manager.

B. Do or permit to be done any act or thing upon the PREMISES which will invalidate, suspend or increase the rate of any insurance policy required under the AGREEMENT or carried by the CITY covering the PREMISES or the buildings in which the same are located or which in the opinion of the City Manager may constitute a hazardous condition that will increase the risks normally attendant upon the operations contemplated under the AGREEMENT provided however that nothing contained herein shall preclude CCYSO from bringing, keeping or using on or about the PREMISES such materials, supplies, equipment and machinery as are appropriate or customary in

carrying on its business or from carrying on said business in all respects as is customary.

C. Use, create, store or allow any hazardous materials as defined in California Health and Safety Code section 25117 or those which meet the criteria of said Code as well as any other substance which poses a hazard to health and environment provided, however, that nothing contained herein shall preclude CCYSO from bringing, keeping or using on or about the PREMISES such materials, supplies, equipment and machinery as are appropriate or customary in carrying on its business or from carrying on said business in all respects as is customary except that all hazardous materials must be stored and used in compliance with all City, State and Federal rules, regulations, ordinances and laws.

D. Use the PREMISES in any manner that will constitute waste.

#### **SECTION 14 PERFORMANCE DEPOSIT AND ASSURANCES**

A. Financial Assurances. CONCESSIONIARE represents to the CITY that it has sufficient capital credit and investment available to it for the purposes of meeting its obligations set forth in this AGREEMENT. In order to demonstrate CCYSO's financial capacity to perform under this AGREEMENT CCYSO shall provide to the CITY evidence of its source of capital and operational funding upon the CITY'S request including:

1. Written representation from a bona fide financial institution, bank or lending institution etc. evidencing the amount of loan or credit offered or extended to CCYSO for the purposes set forth in this AGREEMENT.

2. Written representation from investors stating the amount of investment capital invested in, loaned to or offered to CCYSO for the purposes set forth in this AGREEMENT.

B. Annual Progress Report. CCYSO shall submit no later than sixty (60) days after the end of each FISCAL YEAR a progress report of an annual compilation of information contained in the monthly reports required under Section 5.C.

#### **SECTION 15 INDEPENDENT CONTRACTORS CONSULTANTS**

CCYSO is acting hereunder as an independent contractor and not as an agent or employee of the CITY. CCYSO shall not represent or otherwise hold itself or any of its directors, officers, partners, employees or agents to be an agent or employee of the CITY.

#### **SECTION 16 TAXES, PERMITS AND LICENSES**

A. CCYSO shall obtain and maintain at its sole expense any and all approvals, permits or licenses that may be required in connection with the operation of the

CONCESSION including, but not limited to tax permits, business licenses, health permits, building permits and police and fire permits etc.

B. CCYSO shall pay all taxes of whatever character that may be levied or charged upon the rights of CCYSO to use the PREMISES or upon CCYSO's improvements, fixtures, equipment or other property thereon or upon CCYSO's operations hereunder. In addition, by executing this AGREEMENT and accepting the benefits thereof a property interest may be created known as Possessory Interest and such property interest will be subject to property taxation, CCYSO as the party to whom the Possessory Interest is vested may be subject to the payment of the property taxes levied by the State and County upon such interest.

### **SECTION 17 ASSIGNMENT SUBLEASE BANKRUPTCY**

A. CCYSO shall not underlet or sublet the subject the PREMISES or any part thereof or allow the same to be used or occupied by any other person or for other use than that herein specified nor assign this AGREEMENT, nor transfer, assign or in any manner convey any of the rights or privileges herein granted.. Neither this AGREEMENT, nor the rights herein granted shall be assignable or transferable by any process or proceedings, in any court or by attachment, execution, proceeding in insolvency or bankruptcy either voluntary or involuntary or receivership proceedings. Any attempted assignment, mortgaging, hypothecation, or encumbering of the CONCESSION rights or other violation of the provisions of this Section shall be void and shall confer no right title or interest in or to this AGREEMENT or right of use of the whole or any portion of the PREMISES upon any such purported assignee, mortgagee, encumbrancer, pledgee, or other lien holder successor or purchaser.

B. CCYSO may not, without prior written permission of the CITY: (1) Assign or otherwise alienate any of its rights hereunder including the right to payment; or (2) Delegate, subcontract or otherwise transfer any of its duties hereunder.

### **SECTION 18 BUSINESS RECORDS**

A. Record Retention. CCYSO shall maintain during the term of the AGREEMENT and for three (3) years thereafter all of its books, ledgers, journals and accounts wherein are kept all entries reflecting the gross receipts received or billed by it from the business transacted pursuant to this AGREEMENT. Such books, ledgers, journals, accounts and records shall be available for inspection and examination by the City Manager or a duly authorized representative of the CITY during ordinary business hours at any time during the term of this AGREEMENT and for at least three (3) years thereafter.

B. Employee Fidelity Bonds. At the City Manager's discretion, adequate employee fidelity bonds may be required to be maintained by CCYSO covering all its employees who handle money.

C. Cash and Record Handling Requirements. If requested by the City Manager, CCYSO shall prepare a description of its cash handling and sales recording systems and equipment to be used for operation of the CONCESSION which shall be submitted

to the City Manager for approval. CCYSO shall be required to maintain a method of accounting of the CONCESSION which shall correctly and accurately reflect the gross receipts and disbursements received or made by CCYSO from the operation of the CONCESSION. The method of accounting, including bank accounts established for the CONCESSION shall be separate from the accounting systems used for any other business operated by CCYSO or for recording CCYSO's personal financial affairs.

## **SECTION 19 REGULATIONS INSPECTION AND DIRECTIVES**

A. The operations conducted by CCYSO pursuant to this AGREEMENT shall be subject to:

1. Any and all applicable rules, regulations, orders and restrictions which are now in force or which may be hereafter adopted by the CITY with respect to the operation of the CONCESSION.

2. Any and all orders, directions or conditions issued, given or imposed by the City Manager with respect to the use of the roadways, driveways, curbs, sidewalks, parking areas or public areas adjacent to the PREMISES.

3. Any and all applicable laws, ordinances, statutes, rules, regulations or orders, including the Municipal Code and of any governmental authority, federal, state or municipal lawfully exercising authority over CCYSO'S operations.

4. Any and all applicable local state and federal laws and regulations relative to the design and installation of facilities to accommodate disabled persons including the Americans with Disabilities Act.

B. Permissions. Any permission required by this AGREEMENT shall be secured in writing by CCYSO from the CITY or the City Manager and any errors or omissions therefrom shall not relieve CCYSO of its obligations to faithfully perform the conditions therein. CCYSO shall immediately comply with any written request or order submitted to it by the CITY or the City Manager.

C. Right of Inspection. The CITY and the City Manager, their authorized representatives, agents and employees shall have the right to enter upon the PREMISES at any and all reasonable times for the purpose of inspection evaluation and observation of CCYSO's operation.

D. Access to Premises. The CITY shall have absolute and full access to the PREMISES and all its appurtenances during the term of this AGREEMENT and may make such changes and alterations therein and in the grounds surrounding same as may be determined by the CITY. Such determination shall not be unreasonable and shall take into account the business considerations presented by CCYSO.

## SECTION 20 TERMINATION

A. Termination by the CITY. The CITY may by thirty (30) day written notice terminate this AGREEMENT in its entirety and all rights ensuing therefrom as provided by applicable law if any one or more of the following events of default occur:

1. CCYSO fails to keep perform and observe any promise, covenant and condition set forth in the AGREEMENT on its part to be kept, performed or observed and CCYSO fails to perform within ten (10) days after receipt of written notice from the CITY or where fulfillment of CCYSO's obligation requires activity over a period of time and CCYSO fails to commence to perform whatever may be required within ten (10) days after receipt of such notice and to continue such performance diligently and without interruption except for causes beyond its control.
2. CCYSO fails to meet performance assurances pursuant to that procedure and process set forth in Section 13.
3. The interest of CCYSO under this AGREEMENT is assigned, transferred, passes to or devolves upon by operation of law or otherwise any other person, firm or corporation..
4. CCYSO becomes, without the prior written approval of the City Manager, a successor or merged corporation in a merger a constituent corporation in a consolidation or a corporation in dissolution.
5. The levy of any attachment or execution or the appointment of any receiver or the execution of any other process of any court of competent jurisdiction which is not vacated, dismissed or set aside within a period of ten (10) days and which does or as a direct consequence of such process will interfere with CCYSO'S use of the PREMISES or with its operations under this AGREEMENT.
6. CCYSO becomes insolvent, or takes the benefit of any present or future insolvency statute ,or makes a general assignment for the benefit of creditors, or files a voluntary petition in bankruptcy or a petition or answer seeking an arrangement for its reorganization or the arrangement for its reorganization or the readjustment of its indebtedness under the federal bankruptcy laws or under any other law or statute of the United States or of any state law, or consents to the appointment of a receiver trustee or liquidator of all or substantially all of its property or its property located within the PREMISES.
7. By order or decree of court, CCYSO is adjudged bankrupt or an order is made approving a petition filed by any of the creditors or stockholders of CCYSO seeking its reorganization or the readjustment of its indebtedness under the federal bankruptcy laws or under any law or statute of the United States or any state thereof.
8. A petition under any part of the federal bankruptcy laws or an action under any present or future solvency law or statute is filed against CCYSO which materially

and adversely affects the operation or service required to be performed by CCYSO under this AGREEMENT.

9. By or pursuant to, or under authority of any legislative act, resolution or rule, order or decree of any court, governmental board, agency or officer having jurisdiction, a receiver, trustee or liquidator takes possession or control of all or substantially all of the property of CCYSO.

10. Cessation or deterioration of service for any period which in the opinion of the City Manager materially and adversely affects the operation or service required to be performed by CCYSO under this AGREEMENT.

11. Any lien is filed against the PREMISES because of any act or omission of CCYSO and such lien is not removed enjoined or a bond for satisfaction of such lien is not posted within ten (10) days.

12. CCYSO voluntarily abandons deserts vacates or discontinues its operation of the business herein authorized. ,

B. The CITY'S Right of Reentry. The CITY shall as an additional remedy upon an event of default as above provided have the right to reenter the PREMISES and every part thereof on the effective date of termination without further notice of any kind, remove any and all persons therefrom and may regain and resume possession either with or without the institution of summary or legal proceedings or otherwise. Such reentry, however, shall not in any manner affect alter or diminish any of the obligations of CCYSO under this AGREEMENT.

C. Additional Rights of the CITY. The CITY upon termination of this AGREEMENT or upon reentry, regaining or resumption of possession of the PREMISES may occupy said PREMISES and shall have the right to permit any person firm or corporation to enter upon the PREMISES and use the same. Such occupation by others may be of only a part of the PREMISES or the whole thereof or a part thereof together with other space and for a period of time the same as or different from the balance of the term remaining hereunder and on terms and conditions the same as or different from those set forth in this AGREEMENT.

D. Survival of CCYSO's Obligations. In the event this AGREEMENT is terminated by the CITY or in the event the CITY reenters, regains or resumes possession of the PREMISES, CCYSO shall be responsible to pay the CITY all deferred revenue including but not limited to deposits advances cash or checks received for services scheduled to be provided by CCYSO after the date of termination the CITY may maintain an action to recover any monies due.

E. Waiver of Redemption and Damages. CCYSO hereby waives any and all rights of redemption granted by or under any present or future law or statute in the event it is dispossessed for any cause or in the event the CITY obtains or retains possession of the PREMISES in any lawful manner.

F. Termination by CCYSO. This AGREEMENT may be terminated by CCYSO via thirty (30) day written notice upon the happening of one or more of the following event of default:

1. The complete destruction of all or a substantial portion of the PREMISES from a cause other than the negligence or omission to act of CCYSO, its agents, officers or employees and the failure of the CITY to repair or reconstruct the PREMISES.

2. Any exercise of authority under this AGREEMENT which so interferes with CCYSO's use and enjoyment of the PREMISES as to constitute a termination in whole or in part of this AGREEMENT by operation of law in accordance with the laws of the State of California.

3. The default by the CITY in the performance of any covenant or agreement herein required to be performed by the CITY and the failure of the CITY to remedy such default for a period of thirty (30) days after receipt from CCYSO of written notice to do so.

## **SECTION 21 SURRENDER OF POSSESSION**

CCYSO agrees to yield and deliver possession of the PREMISES to the CITY on the date of the expiration or earlier termination of this AGREEMENT promptly, peaceably, quietly and in as good order and condition as is now, are or may be hereafter improved by CCYSO or the CITY. Normal use and wear and tear thereof shall be excepted. No agreement of surrender, or to accept a surrender shall be valid unless and until the same is in writing and signed by the duly authorized representatives of the CITY and CCYSO. Neither the doing, nor omission of any act, or thing by any of the officers, agents or employees of the CITY shall be deemed an acceptance of a surrender of the PREMISES utilized by CCYSO under this AGREEMENT. CCYSO shall have the right to remove its equipment, supplies, furnishings, inventories, removable fixtures and personal property from the PREMISES within thirty (30) days of the expiration or earlier termination of the AGREEMENT. CCYSO shall provide to the City, prior to removal, a detailed description of all of its equipment, supplies, furnishings, inventories, removable fixtures and personal personality. If CCYSO fails to remove said property within that thirty (30) days said property shall be considered abandoned and the CITY may dispose of same as it sees fit.

## **SECTION 22 WAIVER**

A waiver of a default of any part term or provision of this AGREEMENT shall not be construed as a waiver of any succeeding default or as a waiver of the part term or provision itself. A party's performance after the other party's default shall not be construed as a waiver of that default.

## **SECTION 23 FORCE MAJEURE**

Neither party hereto shall be liable to the other for any failure delay or interruption in the performance of any of the terms, covenants or conditions of this AGREEMENT due to causes beyond the control of that party including without limitation, strikes (except strikes of CCYSO's own employees), boycotts, labor disputes, embargoes, shortage of material, acts of God, landslides, acts of the public enemy, acts of superior governmental authority, floods, riots, rebellion, sabotage or any other circumstance for which such party is not responsible and which is not in its power to control.

## **SECTION 24 REMEDIES ARE NON EXCLUSIVE**

No right, power, remedy or privilege of the CITY shall be construed as being exhausted or discharged by the exercise thereof in one or more instances. It is agreed that each and all of said rights, powers, remedies or privileges shall be deemed cumulative and additional, and not in lieu of, or exclusive of each other or of any other remedy available to the CITY at law or in equity.

## **SECTION 25 AGREEMENT BINDING UPON SUCCESSORS**

This AGREEMENT shall be binding upon and shall inure to the benefit of the successors heirs executors administrators and assigns of the parties hereto. The term CCYSO shall include any assignee of CCYSO and any assignment permitted and approved by the City Manager.

## **SECTION 26 LAW OF CALIFORNIA APPLIES**

This AGREEMENT shall be enforced and interpreted under the laws of the State of California.

## **SECTION 26 VENUE**

Venue of any action brought under this AGREEMENT shall lie in Monterey County.

## **SECTION 28 NOTICES**

A. To the CITY. Unless otherwise stated in this AGREEMENT written notices to the CITY hereunder shall be addressed as follows:

City of Greenfield  
City Manager's Office  
599 El Camino Real  
Greenfield, CA 93927

All such notices may either be delivered personally or may be deposited in the United States mail properly addressed as aforesaid with postage frilly prepaid for delivery by registered or certified mail. Service in such manner by registered or certified mail shall

be effective upon receipt the CITY shall provide CCYSO with written notice of any address change within thirty (30) days of the occurrence of said address change.

B. To CCYSO. All such notices may either be delivered personally to CCYSO or to any officer or responsible employee of CCYSO or may be deposited in the United States mail properly addressed as aforesaid with postage fully prepaid for delivery by registered or certified mail. Service in such manner by registered or certified mail shall be effective upon receipt. Written notices to CCYSO shall be addressed to CCYSO as follows:

Central Coast Youth Sports Organization  
25560 Meadowview Circle  
Salinas, CA 93908

CCYSO shall provide the CITY with written notice of any address change within thirty (30) days of the occurrence of said address change.

### **SECTION 29 INTERPRETATION**

CCYSO and the CITY agree that this AGREEMENT shall be deemed to have been jointly drafted and shall be construed according to its fair meaning and not strictly for or against either the CITY or CCYSO. The section headings appearing herein are for the convenience of the CITY and CCYSO and shall not be deemed to govern limit modify or in any manner affect the scope meaning or intent of the provisions of this AGREEMENT. If any provision of this AGREEMENT is determined to be void by any court of competent jurisdiction then such determination shall not affect any other provision of this AGREEMENT and all such other provisions shall remain in full force and effect and it is the intention of the parties hereto that if any provision of this AGREEMENT is capable of two constructions one of which render the provision void and the other of which would render the provision valid then the provision shall have the meaning which renders it valid. The use of a gender herein shall include all genders and the use of any number shall be construed as the singular or the plural all as the context may require.

### **SECTION 30 AGREEMENT CONTAINS ENTIRE AGREEMENT**

The provisions of this AGREEMENT contain the entire agreement between the parties hereto and this AGREEMENT may not be changed or modified in any manner except by formal written amendment fully executed by both the CITY and CCYSO.

### **SECTION 31 TIME OF THE ESSENCE**

Time is of the essence for all provisions of this AGREEMENT.

### **SECTION 32 INCORPORATION OF DOCUMENTS**

This AGREEMENT and incorporated documents represent the entire integrated agreement of the parties and supersedes all prior written or oral representations

discussions and agreements. The following exhibits are to be attached to and made part of this AGREEMENT by reference.

EXHIBIT A – Premises

EXHIBIT B – Recreation Scope of Work

Where the provisions of this AGREEMENT and the exhibits conflict, the terms of this AGREEMENT will prevail.

IN WITNESS WHEREOF, the CITY has caused this AGREEMENT to be executed on its behalf by its duly authorized representative and CCYSO has executed the same as of the day and year herein below written.

**THE CITY OF GREENFIELD,**  
a municipal corporation

**CENTRAL COAST YOUTH SPORTS  
ORGANIZATION,** a California non-profit  
corporation

By: \_\_\_\_\_  
City Manager

By: \_\_\_\_\_  
President

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

# EXHIBIT A PREMISES



## **EXHIBIT B**

### **CCYSO Scope of Recreational Services**

Acting on behalf of the City of Greenfield in the capacity as a modified parks and recreation coordinator, CCYSO agrees to provide the following services as part of this AGREEMENT:

#### Programming

CCYSO currently offers or is considering the following programs for youth, adults and seniors at the parks and recreation facilities. All programs will be considered, but will require a teacher and coordinator for each program and an ongoing evaluation with regard to the attendance and efficacy of each program.

#### Youth Programs

- Youth sports: soccer clinics – Saturday mornings 9-11, March through August
- Recreation soccer league ages 4-13: Saturday mornings 9-11, Sept-Nov and April through June
- Baseball practices and games: spring
- Girls softball: spring
- First Tee program: as part of winter, spring and summer youth camps, First Tee will provide 1-2 staff persons to help with activities and to tie into King City startup program
- Karate: women, children – 3x per from Feb-Aug, maybe during fall
- Spring, summer and winter camps: week-long half-day camps filled with variety of activities and sporting events for kids ages 5-12
- Literacy program: CCYSO is partnering with literacy organizations throughout Monterey County to support implementing a reading and homework program at the community center offered several days each week beginning fall, 2013
- Cooking classes for youth to learn culinary skills and prepare a special dinner for parents on occasion.
- Computer classes
- Library extension resource center
- Marble tournament 1-2 times annually

#### Adults and Family

- Zumba class: Zumba class is offered three times weekly at the community center.
- Family movie nights offered once or twice a month on Friday nights.

- Breakfast in the Park
- Campfire sing alongs
- Badminton
- Volleyball
- Community gardens
- Father Daughter nigh, Mother son

### Seniors

- Therapeutic recreation and/or dance classes
- Smart phone & computing introduction class
- Senior exercise programs such as Pilates & Yoga

# City of Greenfield

## Evaluation of Capital Improvement Needs In the Special Assessment Districts

- **Street and Drainage Maintenance Assessment District No. 1**
- **Street and Drainage Maintenance Assessment District No. 2**
- **Landscape and Lighting Maintenance Assessment District No. 1**
- **Landscape and Lighting Maintenance Assessment District No. 2**

**April 25, 2014**

Prepared by:

**MNS ENGINEERS, INC.**  
811 El Capitan Way, Suite 130  
San Luis Obispo, California 93401



**SSA LANDSCAPE ARCHITECTS, INC.**  
Embarcadero Center Suite 1400  
San Francisco, CA 94111



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**City of Greenfield**  
**Evaluation of Capital Improvement Needs in the Special Assessment Districts**

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## Executive Summary

The City of Greenfield has four special assessment districts to collect fees to maintain Infrastructure for landscape maintenance for parks and green space in common areas, lighting, drainage and street maintenance. A field inspection was performed on April 15-16 2014 to assess the condition of these improvements and make a suggestion for capital improvements. The following table summarizes the detailed list of items (by category) found in Appendix 2 & 3. Street Maintenance is not included, except for two potholes found in the Traditions Subdivision.

Although not included here in detail, the pavement throughout the assessment districts is in good condition. Slurry seal and new pavement markings and curb paint is recommended throughout. The City is currently preparing plans to slurry a portion of the assessment Districts, and will treat all streets over the course of the next several years.

The work is divided into three priorities: 1, 2 &3. Priority 1 work is recommended to be completed within the first year, Priority 2 within the next 2-3 years, and Priority 3 within the next 3-5 years.

The largest item identified is the need to bring the Las Manzanitas Park up to current standards. This carries a significant cost to complete, so the City may want to begin the grant application process to raise funds for this effort. It is recommended that the City have a landscape architect provide a preliminary assessment as to interim options to assure elements of this park are not a liability to the City.

### *Summary of Recommendations-Estimated Cost*

District	Priority 1 Work	Priority 2 Work	Priority 3 Work
LLMAD 1 - Lexington Square Landscape Improvements	\$4,789	\$1,900	\$3,348
LLMAD 1 -Lexington Square Lighting Improvements	\$0	\$0	\$0
Lexington Square Drainage Improvements	\$1,000	\$0	\$0
<b>Sub-total</b>	<b>\$5,789</b>	<b>\$1,900</b>	<b>\$3,348</b>
LLMAD 1 -Vista Verde Landscape Improvements	\$0	\$0	\$3,300
LLMAD 1 -Vista Verde Lighting Improvements	\$0	\$0	\$0
SDMAD 2 -Vista Verde Drainage Improvements	\$5,000	\$0	\$0
<b>Sub-total</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$3,300</b>
LLMAD 1 -Vineyard Green Landscape Improvements	\$500	\$0	\$2,500
LLMAD 1 -Vinyard Green Lighting Improvements	\$400	\$0	\$0
SDMAD 2 -Vinyard Green Drainage Improvements	\$0	\$0	\$1,500
<b>Sub-total</b>	<b>\$900</b>	<b>\$0</b>	<b>\$4,000</b>
LLMAD 2 -St. Charles Place 4A Landscape Improvement	\$13,297	\$385	\$3,000
LLMAD 2 -St. Charles Place 4A Lighting Improvements	\$0	\$0	\$0
SDMAD 1 -St. Charles Place 4A Drainage Improvements	\$0	\$0	\$2,650

**City of Greenfield  
Evaluation of Capital Improvement Needs in the Special Assessment Districts**

**April 25, 2014**

	<b>Sub-total</b>	<b>\$13,297</b>	<b>\$385</b>	<b>\$5,650</b>
LLMAD 2 -St. Charles Place 4B Landscape Improvement	\$49,846		\$7,800	\$20,050
LLMAD 2 -St. Charles Place 4B Lighting Improvements	\$0		\$0	\$0
SDMAD 1 -St. Charles Place 4B Drainage Improvements	\$0		\$0	\$0
<b>Sub-total</b>	<b>\$49,846</b>		<b>\$7,800</b>	<b>\$20,050</b>
LLMAD 1 -Mariposa Landscape Improvements	\$0		\$0	\$2,500
LLMAD 1 -Mariposa Lighting Improvements	\$200		\$0	\$0
SDMAD 2 -Mariposa Drainage Improvements	\$0		\$0	\$400
<b>Sub-total</b>	<b>\$200</b>		<b>\$0</b>	<b>\$2,900</b>
LLMAD 2 -Las Manzanitas Landscape Improvements	\$11,500		\$0	\$0
LLMAD 2 -Las Manzanitas Lighting Improvements	\$0		\$0	\$0
SDMAD 1 -Las Manzanitas Drainage Improvements	\$0		\$0	\$5,000
<b>Sub-total</b>	<b>\$11,500</b>		<b>\$0</b>	<b>\$5,000</b>
LLMAD 2 -La Vina 3A Landscape Improvements	\$24,505		\$18,955	\$31,800
LLMAD 2 -La Vina 3A Lighting Improvements	\$0		\$0	\$0
SDMAD 1 -La Vina 3A Drainage Improvements	\$0		\$0	\$0
<b>Sub-total</b>	<b>\$24,505</b>		<b>\$18,955</b>	<b>\$31,800</b>
LLMAD 2 -La Vina 3B Landscape Improvements	\$6,700		\$300	\$1,300
LLMAD 2 -La Vina 3B Lighting Improvements	\$5,200		\$0	\$0
SDMAD 1 -La Vina 3B Drainage Improvements	\$0		\$0	\$7,550
<b>Sub-total</b>	<b>\$11,900</b>		<b>\$300</b>	<b>\$8,850</b>
LLMAD 2 -Terra Verde Landscape Improvements	\$212		\$3,788	\$55,225
LLMAD 2 -Terra Verde Lighting Improvements	\$0		\$0	\$0
SDMAD 1 -Terra Verde Drainage Improvements	\$0		\$0	\$400
<b>Sub-total</b>	<b>\$212</b>		<b>\$3,788</b>	<b>\$55,625</b>
LLMAD 2 -Traditions Landscape Improvements	\$47,630		\$6,815	\$20,000
LLMAD 2 -Traditions Lighting Improvements	\$0		\$0	\$0
SDMAD 1 -Traditions Drainage Improvements	\$3,000		\$0	\$8,600
<b>Sub-total</b>	<b>\$50,630</b>		<b>\$6,815</b>	<b>\$28,600</b>
LLMAD 1 -Cambria Park Landscape Improvements	\$0		\$0	\$135
LLMAD 1 -Cambria Park Lighting Improvements	\$0		\$0	\$0
SDMAD 2 -Cambria Park Drainage Improvements	\$0		\$0	\$0
<b>Sub-total</b>	<b>\$0</b>		<b>\$0</b>	<b>\$135</b>
<b>TOTAL</b>	<b>\$173,779</b>		<b>\$39,943</b>	<b>\$169,258</b>

## Background

The City of Greenfield has Four (4) Maintenance assessment Districts serving as the means of funding maintenance of the following infrastructure:

1. Streets
2. Storm Drains
3. Landscaping
4. Lighting

These Districts are:

## Description of the Special Assessment Districts

### Street and Drainage Maintenance Assessment District No. 1

- Zone 1a - Second Street subdivision. (80 Parcels @ \$38.20)
- Zone 1b - Second Street subdivision. (80 Parcels @ \$34.36)
- Zone 2a - Terra Verde subdivision. (Shares the drainage improvements with Second Street in Zone 1b).(32 Parcels @ \$41.94)
- Zone 2b - Terra Verde subdivision.(64 Parcels @ \$26.24)
- Zone 3a - La Vina subdivision.(205 Parcels @ \$22.96)
- Zone 4a - St. Charles Place subdivision. (single family). (150 Parcels @ \$56.14)
- Zone 4b - St. Charles Place subdivision. (Multi-Family and Non-Residential). (176.2 Multifamily Units @\$11.92)
- Zone 5 - Las Manzanitas subdivision. (19 Parcels @ \$57.62)

### Street and Drainage Maintenance Assessment District No. 2

- Zone 1- Mariposa Subdivision,(40 Parcels (EBU's) @ \$438.32)
- Zone 2- Vineyard Green Subdivision, (Phase 1 - 58 Parcels (EBU's) @ 374.18); Phase 2 – 40 Apartment Units (30EBU's @ \$374.18)
- Zone 3- Vista Verde Subdivision. (16 Parcels (EBU's) @ \$580.52)
- Zone 4- Cambria Park Subdivision. (39 Parcels (EBU's) @ \$465.20)

### Landscape and Lighting Maintenance Assessment District No. 1

- Area 1 - Lexington Square (49 Parcels (EBU's) @ \$869.54)
- Area 1A - Mariposa Subdivision, (40 Parcels @ \$405.10)
- Area 1A, 1B - Vineyard Green Subdivision, (Phase 1 - 58 Parcels (EBU's) @ \$80.44); Phase 2 – 40 Apartment Units (30EBU's @ \$80.44)
- Area 1C - Vista Verde Subdivision (16 Parcels @ \$209.90)
- Area 1D - Cambria Park Subdivision (39 Parcels (EBU's) @ \$332.86)

### Landscape and Lighting Maintenance Assessment District No. 2

- Zone 1- Second Street Subdivision (Traditions Subdivision) (80 Parcels @ \$471.22)
- Zone 2- Terra Verde Subdivision.(96 Parcels @ \$279.24)

- Zone 3A- La Vina Subdivision - Phase 1(167 Parcels @ \$378.10)
- Zone 3B- La Vina Subdivision - Phase 3 (38 Parcels @ \$159.36)
- Zone 4A- St. Charles Place subdivision (150 Parcels @ \$558.90)
- Zone 4B- St. Charles Place subdivision(120.8 EBU's for total assessment of \$39,293.58)
- Zone 5- Las Manzanitas Subdivision (19 Parcels @ \$491.00)

## Project Description and Scope:

As assessment fees accrue, the City prepares capital improvement projects to maintain the infrastructure. The purpose of this project is to evaluate existing condition of the infrastructure, list recommended items for addition to future capital improvement projects, and estimate the cost for these improvements.

Prioritization is in the form of identifying urgent needs only.

Common landscape areas (medians, pocket parks, parkways, etc.) are currently maintained by contract with a landscape maintenance company.

A field assessment of infrastructure condition and needs was conducted on April 15 and 16, 2014.

MNS and SSLA will visually assess Streets, Drainage, Street Lighting and Landscaping within the Maintenance Assessment Districts. A description of facilities to be assessed for potential capital improvement projects:

**Street Lighting** – Visual assessment of general condition, including visual damage, graffiti, missing pull box covers or parts, condition of finish, and any other blemishes or visual identifiable concerns. Function shall be observed after dusk when operating, to verify function, including verification that the light is working, and observance of any discernable noise emanating from the fixture that may indicate a failing ballast. Note marked variations in lamp color or brightness. Interview City Public Works information regarding any maintenance performed on the lighting system in the past 12 months, as well as determining that last time lamps were changed. If possible, obtain from the City the records for power usage for lighting in the Special District for previous 12 months to determine if there has been any marked change in power usage per KWH.

**Storm Drains** –Visual Inspection of all surface drainage structures including swales, culverts, channels, inlets, outlets and basins. List and assess budgets to repairs needed.

**Streets** – MNS has previously inspected the pavement in the Maintenance Districts and recommends a sealcoat and restriping be applied. Pavements in all of these Districts is relatively new, and for purposes of this report, it will be assumed that current sealcoat bid documents that have been developed for slurry and restriping is all that is needed for now. If specific failed areas (potholes) or locations of water main break/repair are evident, they will be itemized. We

will summarize and establish a budget for this work using data developed for the aforementioned slurry project.

**Landscaping** - For all Areas, Inspect all public landscaping and irrigation improvements of a local nature on landscaped strips of land between back of curb and front of walk; the alley planting areas and central parkway (median) including grass berms; pocket parks; public street/park furniture & play equipment if applicable; appurtenant irrigation systems; ornamental plantings including lawns, shrubs and trees; list visible & necessary repairs and replacements. Take note of damage including evidence of lack of care (i.e. debris removal, dead or distressed plant materials); and any and all other items of work necessary for the proper maintenance and operation thereof. Included in the inspection should be turf, ground cover, shrubs and plants, trees, irrigation and drainage systems, ornamental lighting, masonry walls or other fencing, hardscape improvements, monuments, and associated appurtenant facilities located within the landscape easements or public right-of-ways.

## Description of Landscape Maintenance Areas

A Description of Landscape Maintenance Areas per the current Landscape Maintenance Contract with Smith and Enright Landscaping, Inc of Salinas:

### Project Site 1 - Lexington Square Subdivision (District 1)

- Street landscape planter strips
- Center open space landscaping
- Alley landscape strips
- Percolation pond landscaping

### Project Site 2- Traditions Subdivision (District 2)

- Street landscape planter strips
- Center open space landscaping
- Alley landscape strips
- Open space adjacent to 2nd Street
- Percolation pond landscaping

### Project Site 3 - La Vina Subdivision - Phases 1 & 3 (District 2)

- Street landscape planter strips
- Interior open space landscaping
- Open space adjacent to 2nd Street
- Park landscaping
- Percolation pond landscaping

### Project Site 4 - Terre Verde Subdivision (District 2)

- Street landscape planter strips
- Park landscaping

### Project Site 5A - St. Charles Place Subdivision, Phases 1 – 3 (District 2)

- Village Green Plaza landscaping

- EI Camino Real median island landscaping

**Project Site 5B - St. Charles Place Subdivision, Phases 1 – 3 (District 2)**

- Street landscape planter strips
- Center island landscaping (3)
- Alley landscape strips.
- Percolation pond landscaping
- Park landscaping

**Project Site 6 - Las Manzanitas Subdivision (District 2)**

- Street landscape planter strips
- Percolation pond landscaping

**Project Site 7 - Mariposa Subdivision (District 1)**

- Street landscape planter strips
- Center open space landscaping
- Percolation pond landscaping (joint pond)

**Project Site 8 - Vineyard Green Subdivision (District 1)**

- Street landscape planter strips
- Percolation pond landscaping (joint pond)

**Future Landscape Maintenance Areas still under construction include:**

**Project Site 9 - Vista Verde Subdivision, Phases 1 & 2 (District 1) Partially developed but has not been accepted by the city**

- Street landscape planter strips
- Percolation pond landscaping

**Project Site 10 - Magnolia Place Subdivision (District 1) Not developed yet**

- Street landscape planter strips
- Percolation pond landscaping
- Park landscaping

**Project Site 11 - Cambria Subdivision (District 1) Not developed yet**

- Street landscape planter strips
- Center island landscaping
- Percolation pond landscaping
- Park (open space) landscaping

## Assessment Summary

### Landscaping Written Descriptions of Areas

#### Landscape and Lighting Maintenance Assessment District No. 1

##### Lexington Square Subdivision – Area 1

Lexington Square is a medium sized subdivision with a central green space, a retention basin and planted streets and alleys on Clark Colony and Gianolini Parkway. The street trees in this community are Sycamore and a medium sized. Most of the street trees have poor branch structure and should be pruned soon to improve health, reduce risk of branch damage, and reduce canopy mass. Many of these trees have a dense canopy, which acts as a sail in the wind. Reducing the canopy by lacing it out approximately 30% will allow the wind to blow through and not damage the trees.

Capital Improvements associated with this subdivision include pruning street and alley trees; removing lodge pole pine stakes on larger trees, replacing dead plants, and adding mulch to planting areas.

##### Mariposa Subdivision – Area 1A

Mariposa is a small subdivision with an entry median and monument sign, turf landscape strips with Sycamore street trees, and a central park called Mariposa Park on Wilson Circle. The area is well maintained, but the front entry landscape is showing signs of wind damage and distress.

Capital Improvements associated with this subdivision include replacing turf with drought tolerant groundcover, such as a Ceanothus, at the main entry strips and median for a couple houses in along Wilson Court, and adding mulch at the planting areas in the central green space.

##### Vineyard Green Subdivision – Area 1B

Vineyard Green is a small subdivision without medians or street trees. The area includes a retention basin at the end of Spark with a small common space which occurs in front of the basin. This common space is barren with no planting in the landscape. Inside the retention basin fence there are minimal trees which are in good health.

A low-income housing apartment development is situated in the middle of this subdivision and is very well maintained. There are no recommendations for improvements to the apartment complex.

Capital Improvements associated with this subdivision include adding new planting to the common area and verifying the drip irrigation is operational to these new plants.

##### Vista Verde Subdivision – Area 1C

Vista Verde is a small subdivision without medians or street trees. The area includes a retention basin with screening trees and shrubs around the perimeter and inside the top of the basin. Part of the area has undeveloped lots around street and sidewalk improvements.

Capital Improvements associated with this subdivision include replacing dead screening shrub material around perimeter basin fence and on-going maintenance with weeds and debris on the sidewalk.

#### **Cambria Park Subdivision – Area 1D**

Cambria Park is a small undeveloped subdivision. There is a planting median at the entrance to the area on Cordona Circle which contains sparse groundcover and no mulch.

Capital Improvements associated with this subdivision include adding mulch and irrigation maintenance.

## Landscape and Lighting Maintenance Assessment District No. 1

### Terre Verde Subdivision - Zone 2A

Terra Verde is a medium subdivision which is well maintained with turf planting strips, streets trees, and a medium park named Rotary Centennial Park on Del Pointe and Borzini Circle. The park is in fair condition but will need improvements to its custom steel benches, adding plant material and loose safety surfacing at the small playground.

Street trees in this subdivision are fairly large and most still have either nursery stakes or lodge pole pine stakes on them. In some cases these stakes are causing damage to tree trunks and branches. We recommend removing all stakes on trees larger than 2" caliper.

Capital Improvements associated with this subdivision include park improvements in the next year and future 2-5 years, tree stake removal for approximately 40% of the street trees, and replacing some dead shrubs in a side yard common space.

### Traditions (Second Street) Subdivision - Zone 2B

The Traditions is a medium subdivision with an open green called Traditions Park at the entry on Rava Parkway, turf planting strips, street trees, and planted alleys. The park requires minor improvements with removal of tree stakes and additional planting. The trees in the alleys require pruning to increase branch structure and reduce overall canopy.

Associated with this subdivision are two large retention basins and two open green spaces along 2<sup>nd</sup> Street. New planting and minor irrigation repair is necessary at the basins. An existing 42" tube steel fence bounds both open spaces. This fence is heavily rusted in areas, creating holes in the tube steel and beginning to rust in others. It should be replaced immediately as it is a safety hazard to the public. Planting in the open spaces is acceptable, but there are some bare areas and missing plants which should be replaced within the next 2-5 years, while mulch should be added immediately.

Capital Improvements associated with this subdivision include replacing the tube steel fence at the open space along 2<sup>nd</sup> Street and tree pruning in the next year. Future improvements include replacing planting, adding cobble to a bio-swale in the open space, and repairing irrigation.

### La Vina Subdivision (Phase 1 and 3) - Zone 3A & 3B

La Vina is a large subdivision with two parks, one at the end of Tuscany Way called Tuscany Park and one on Barolo Circle called Barolo Circle Park, turf planting strips, street trees, and a large perimeter wall along the Walnut Ave side of the area.

The parks have small playgrounds which are dated but still functioning, and loose safety play surfacing. The play surfacing should be evaluated and filled to the appropriate depth from the fall zones of the equipment to ensure safety codes are met. Both parks appear to need approx. 6" of added surfacing. Barolo Park will require immediate attention to replace poured-in-place rubber play surfacing at the ADA access into the playground. Benches at these parks are

starting to weather and their plastic coating is coming off. We recommend replacing these in 2-5 years.

Associated with this subdivision is a large retention basin and open green space along 2<sup>nd</sup> Street. No landscape improvements are necessary at the basin. The concrete walk within the open space has large gaps in the concrete (some more than 2" wide) where expansion joints have failed and the concrete has cracked away. These gaps occur the full 6' width of the walk every 18' or so. There are approx. 28 of these along the entire length. This item will need immediate attention. Planting in this open space is sparse and beginning to die, become very woody and/or getting to the end of its life. We recommend replacing the planting within 2-5 years.

Capital Improvements associated with this subdivision include park improvements in the next year and future 2-5 years, concrete walk repair, and replacing planting and mulch.

#### **St. Charles Place Subdivision (Single-family) - Zone 4A**

St. Charles Place Zone A is a large subdivision with a park called St. Charles Park on Christopher Lane, turf planting strips, street and alley trees, public green spaces at the end some streets, perimeter fence along El Camino Real, a sound wall along Highway 101, and a large retention basin.

An existing 6' tall cedar wood fence with 4" posts occurs on top of a concrete retaining wall along Teneyuque Ave. Areas of the fence need immediate repair, along with tightening all post bolts which have come loose in the winds. The fence will need to be replaced in the next 2-5 years.

The park is small with no playground or benches. We recommend adding two benches to existing concrete bench pads.

Capital Improvements associated with this subdivision include park improvements in the next 2-5 years, fence repair, tree maintenance, removal of tree stakes, concrete sidewalk repair, replacing planting / mulch, and irrigation repair.

#### **St. Charles Place Subdivision (Multi-Family)- Zone 4B**

St. Charles Place Zone B contains a commercial district, apartments, a public plaza at the corner of Elm Ave. and El Camino Real, and a large public park called Village Green Park.

The majority of the street trees in this zone are in tree wells with tree grates which are too small for the tree. The grates are girdling the trees and should be removed; the tree wells should be in-filled with decomposed granite (DG).

The park is in good condition, however, all the benches are rusting and should be replaced. There are some dead or missing trees in the park. Some repair work is required on the amphitheater rail and the drinking fountain.

Capital Improvements associated with this subdivision include park improvements, fence repair, tree maintenance, removal of tree grates, removal of tree stakes, replacing planting / mulch, and irrigation repair.

#### **Las Manzanitas Subdivision - Zone 5**

Las Manzinitas is a medium subdivision with a park called Vintage Park at the end of Pinot Ave. and a retention basin. This Park is NOT within any Special District, But we mention it's condition in this report.

No landscape improvements are required around the basin or along the streets.

The park is very old and not to code. Immediate improvements should be taken to ensure the loose safety play surface meets code (it is very low, exposing footings). An existing CMU block retaining wall is over 4' tall with no rail and no wall cap. There is dead turf and dead trees within the park. We recommend redesign of the park and replacement of the playground.

There are no Capital Improvements associated with this subdivision, however we recommend the City consider park improvements at the Park not associated with the Special Districts. We have not estimated these repairs/ improvements.

## Appendix 1 – District Boundary Maps

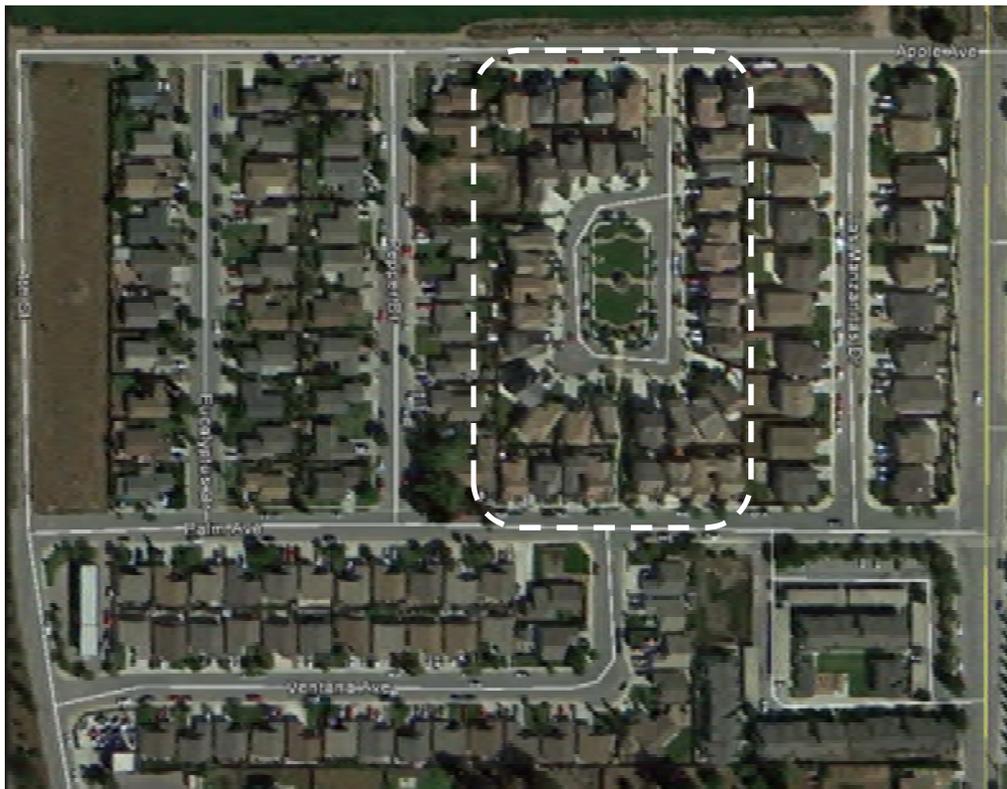
### Lexington Square, Area No. 1

The residential Subdivision known as Lexington Square as shown in exhibits below, located on the southwest part of the city, and bordered by Elm Avenue on the south, Colony Ave. on the west, Clark Ave. on the North.



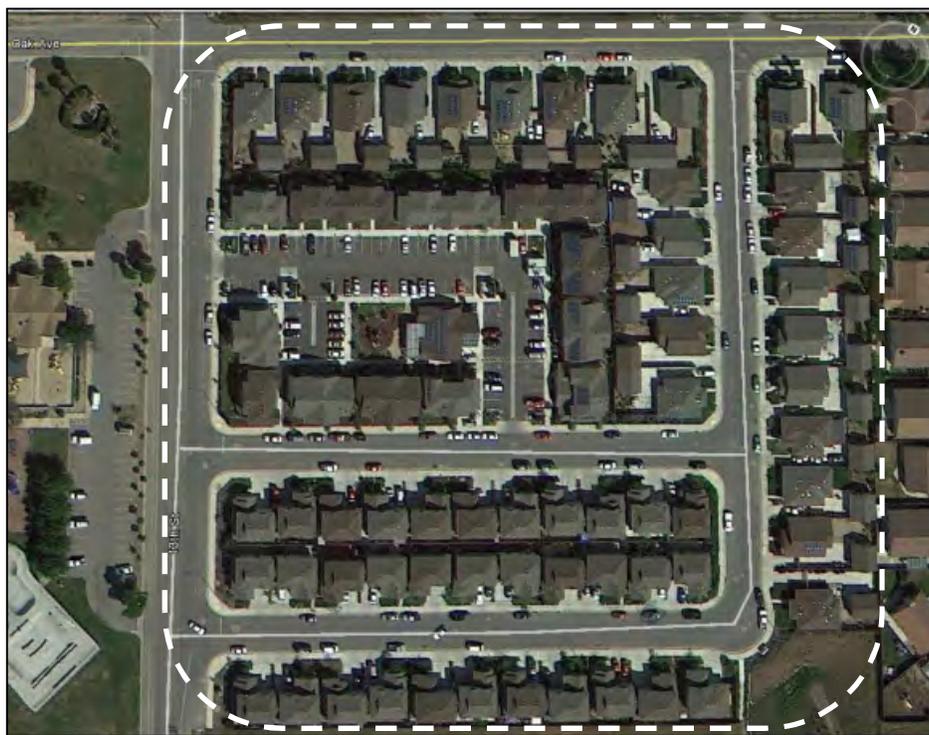
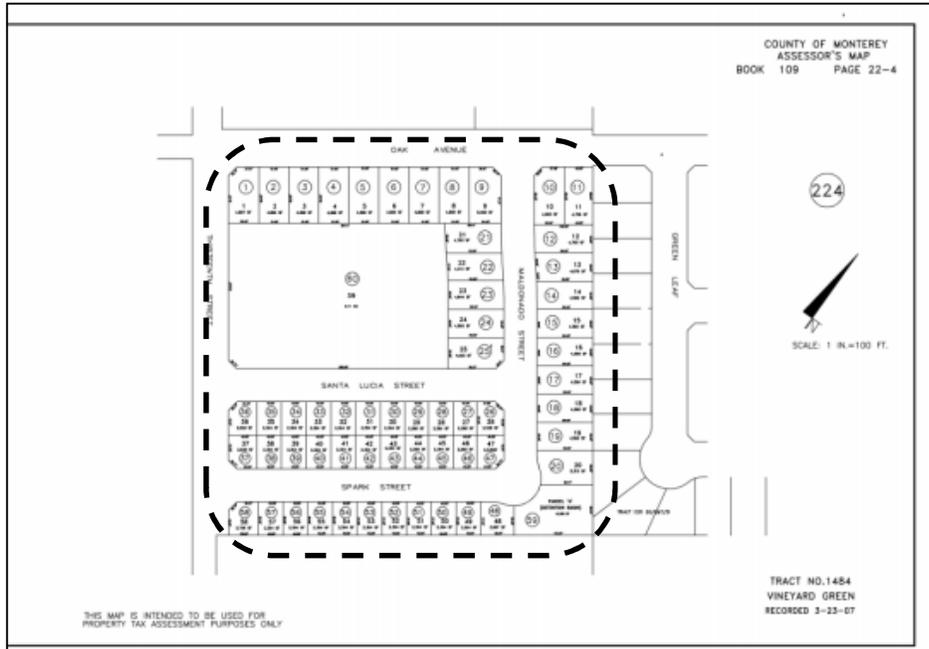
### Mariposa Subdivision, Annexation Area No. 1A

The residential subdivision known as the Mariposa Subdivision, which encompasses an area of land totaling approximately five acres (4.82 acres), is planned to include forty (40) single-family residential homes at build-out. The planned subdivision is situated in the eastern portion of the City of Greenfield east of Highway 101 (parcel numbers 024-153-032 through 024-153-039 and 024-153-041 through 024-153-072.)



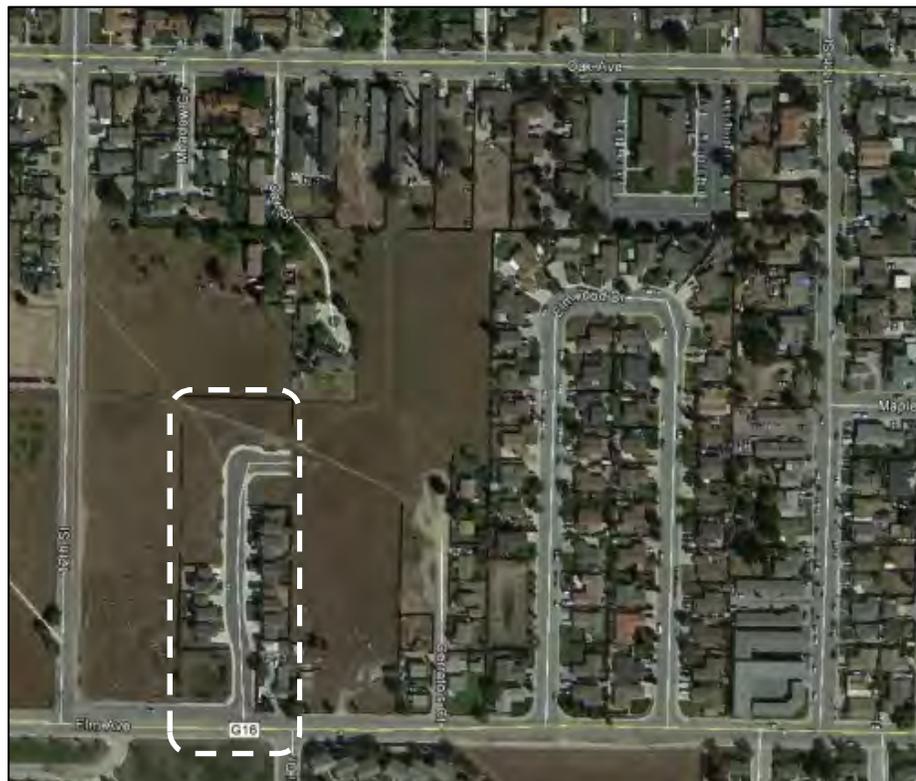
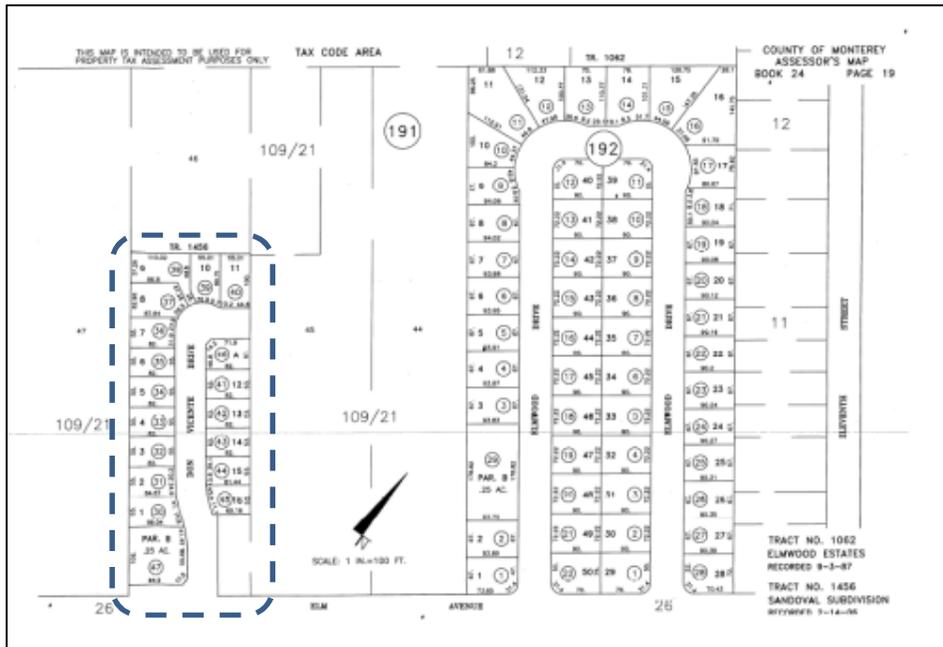
### Vineyard Green Subdivision, Annexation Area No. 1B

The residential subdivision known as the Vineyard Green Subdivision encompasses an area of land totaling approximately nine and one-half acres (9.5 acres). The development is planned to build out in two phases. Phase I will include fifty-eight (58) single-family residential homes at build-out and Phase II will consist of an apartment complex composed of forty (40) apartment units at build-out. The properties are planned to be affordable housing and is situated in the southwestern portion of the City of Greenfield west of Highway 101 (fifty-eight (58) single family residential lots, parcels 109-224-001 through 109-224-058, and 109-224-060 for the apartment parcel.)



### Vista Verde Subdivision, Annexation Area No. 1C

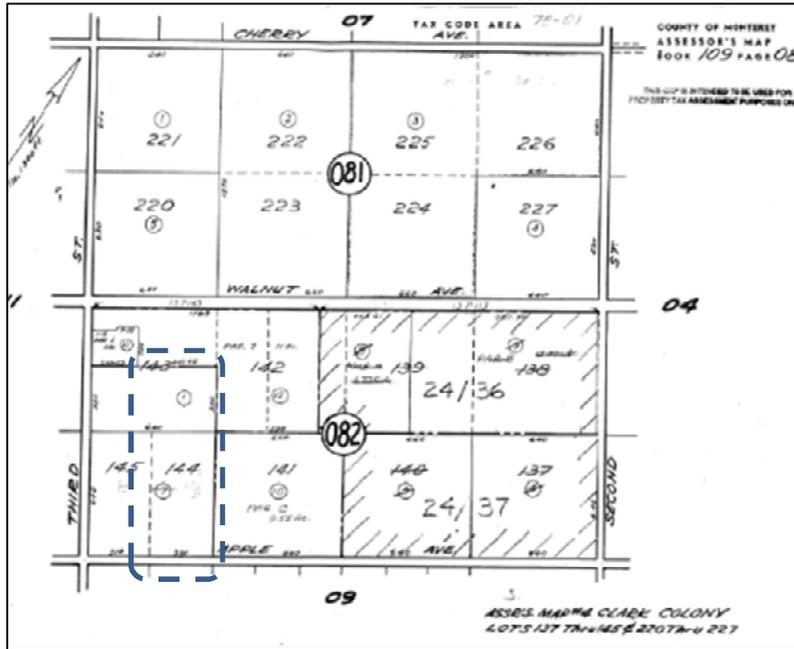
The residential subdivision known as the Vista Verde Subdivision, which encompasses an area of land totaling approximately three acres (2.965 acres), is planned to include sixteen (16) single-family residential homes at build-out. Three of the properties are planned to be affordable (“inclusionary”) housing units and will be assessed within the Landscape and Lighting Maintenance Assessment District. The planned subdivision is situated in the southwestern portion of the City of Greenfield west of Highway 101 parcel numbers 024-191-030 through 024-191-047.)



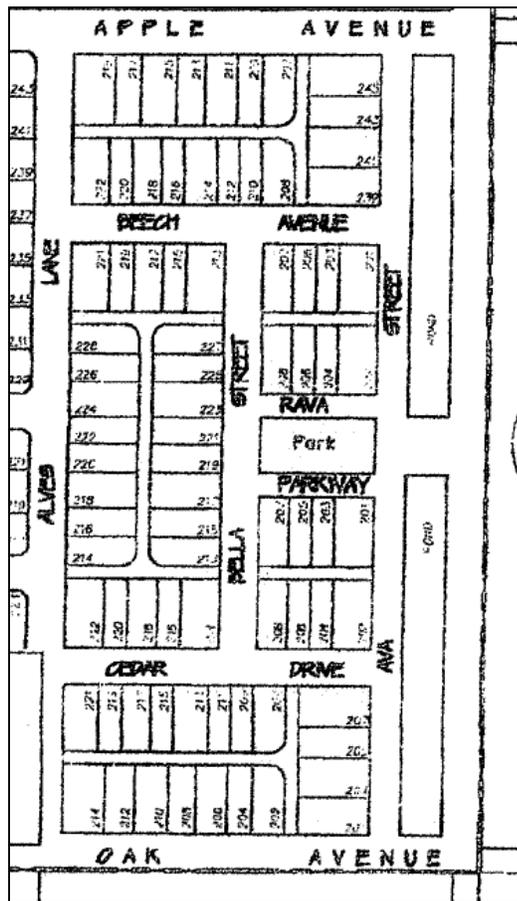
**Cambria Park Subdivision, Annex. Area No. 1D- No Improvements to assess**

The residential subdivision known as the Cambria Park Subdivision, which encompasses an area of land totaling approximately five acres (4.850 acres), is planned to include thirty-nine (39) single-family residential homes at build-out. The planned subdivision is situated in the eastern portion of the City of Greenfield east of Highway

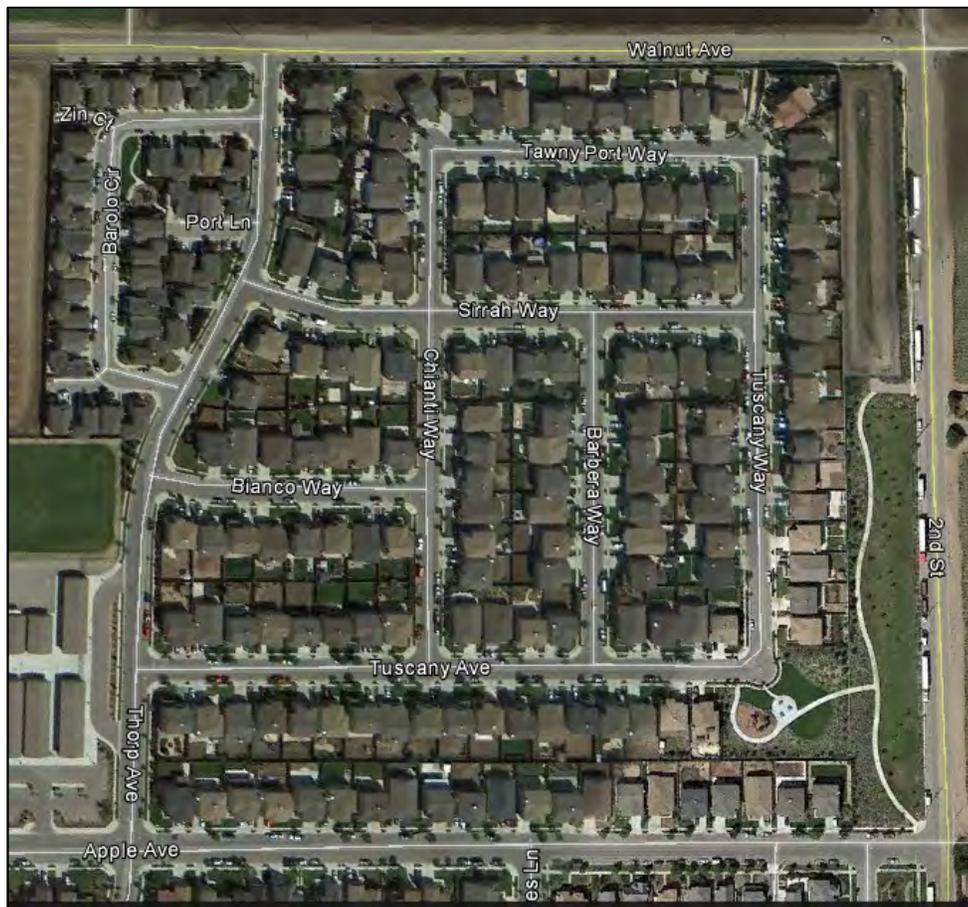
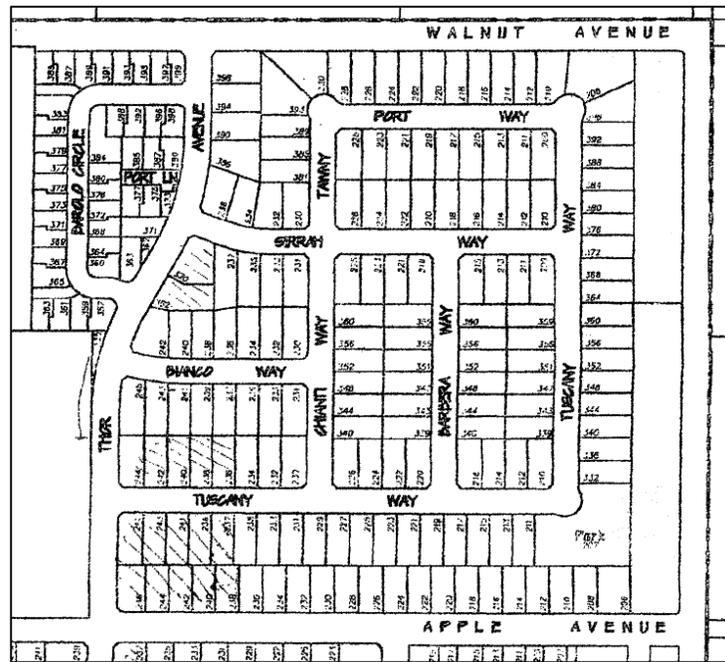
101(expected to be a portion of a previously existing parcel number, possibly as parcel number 109-082-014.)



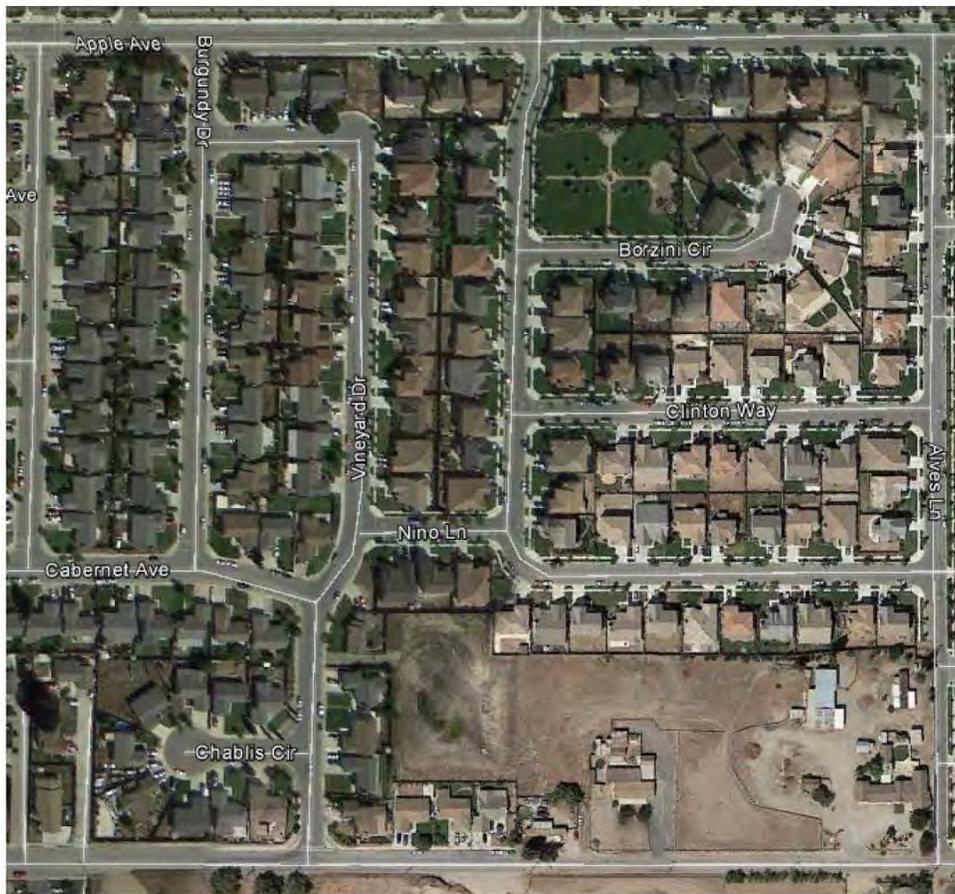
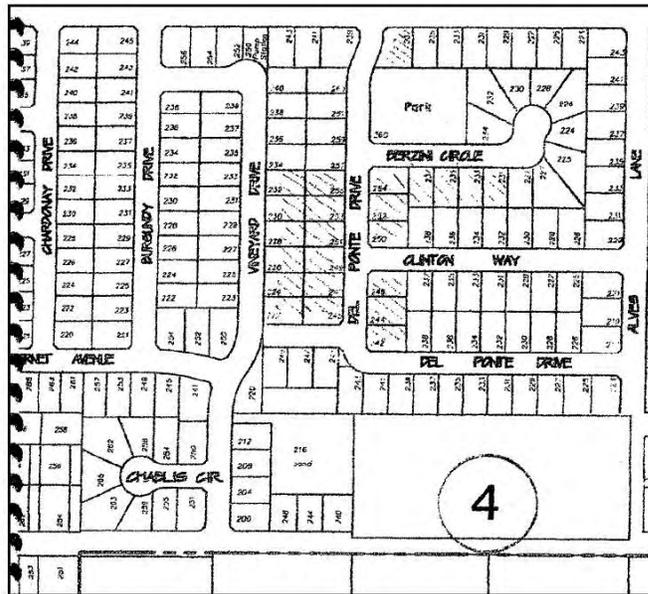
Traditions Subdivision (Second Street Subdivision)



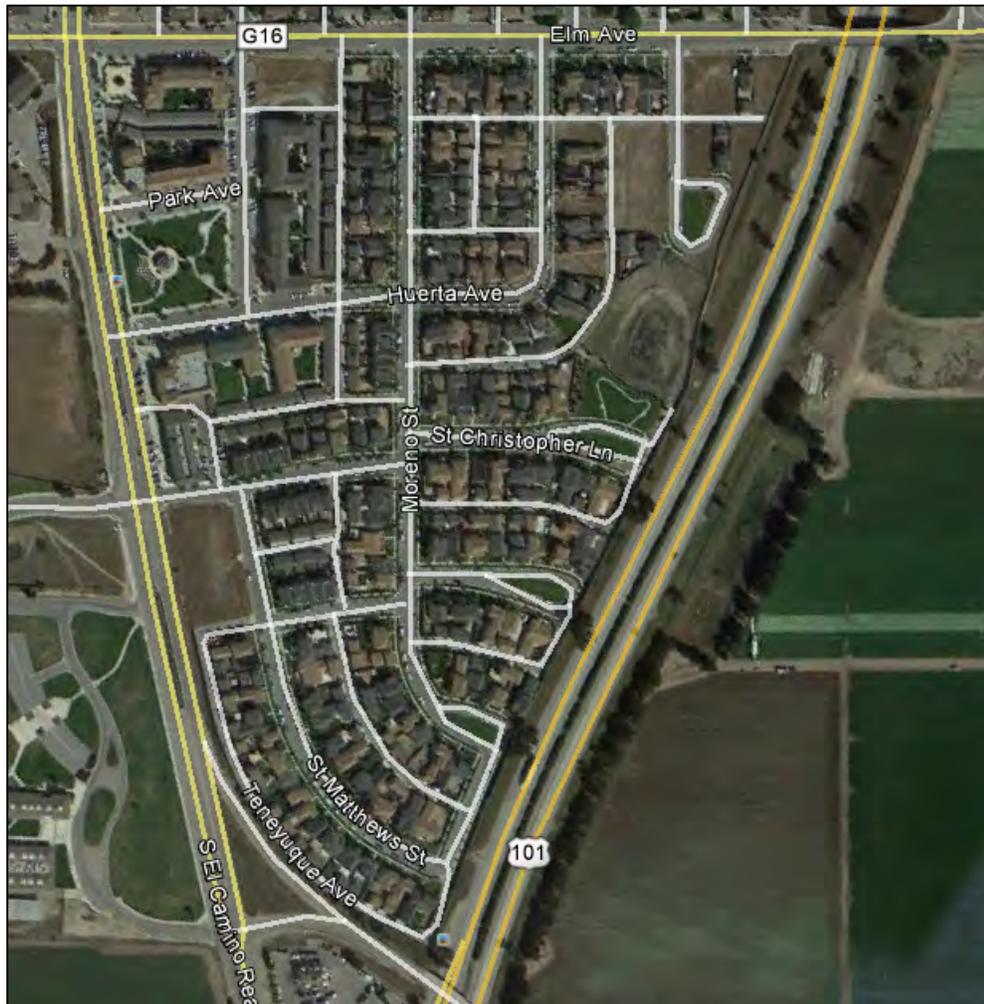
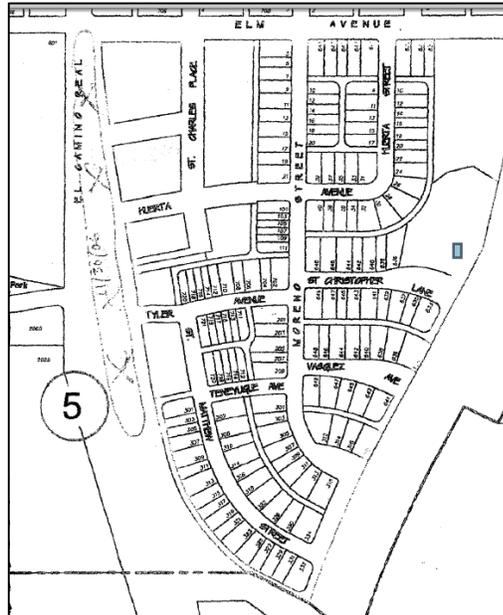
La Vina Subdivision - Phases 1 & 3



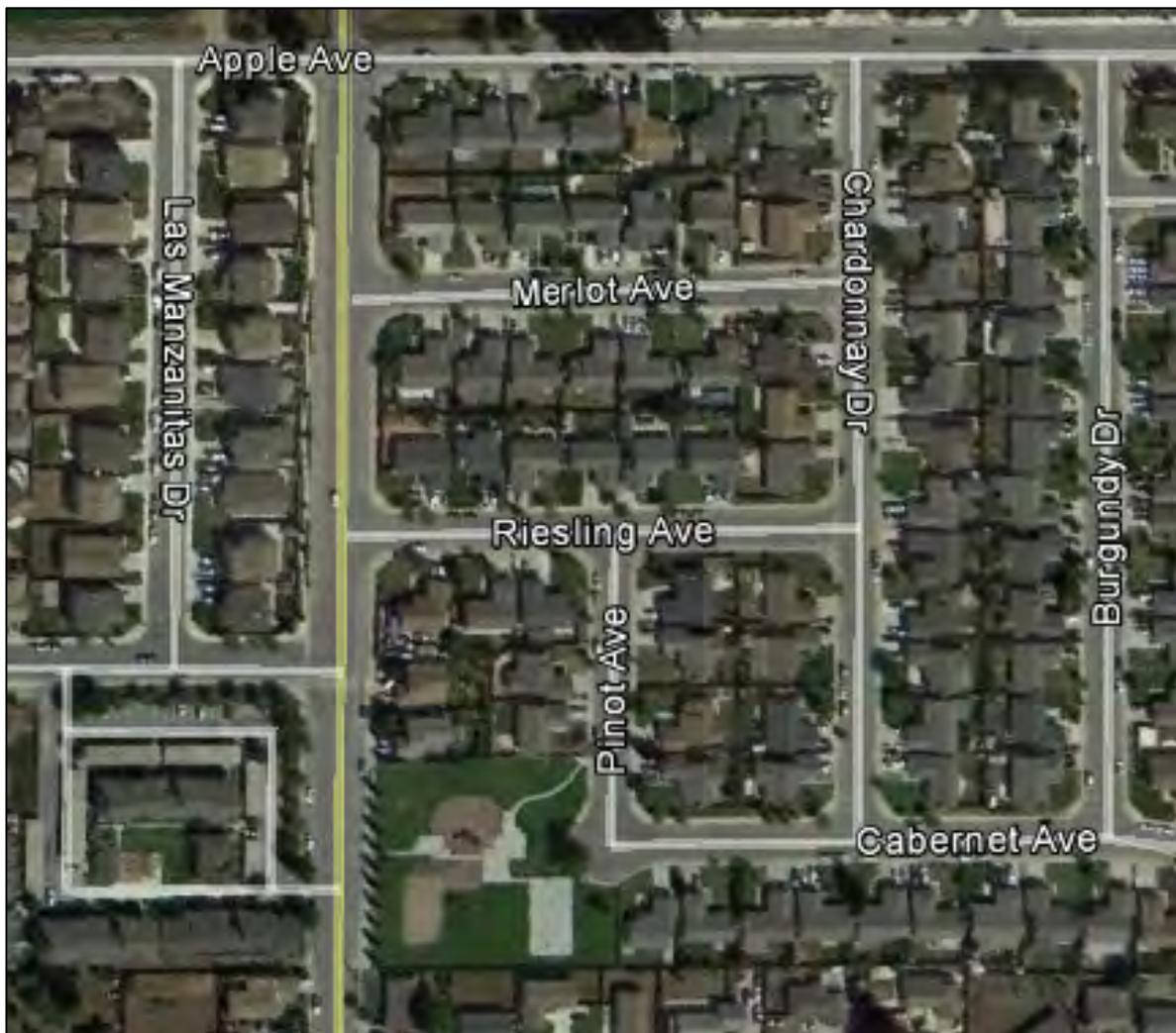
### Terre Verde Subdivision

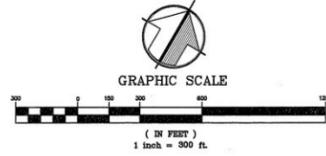


St. Charles Place Subdivision, Phases 1 - 3

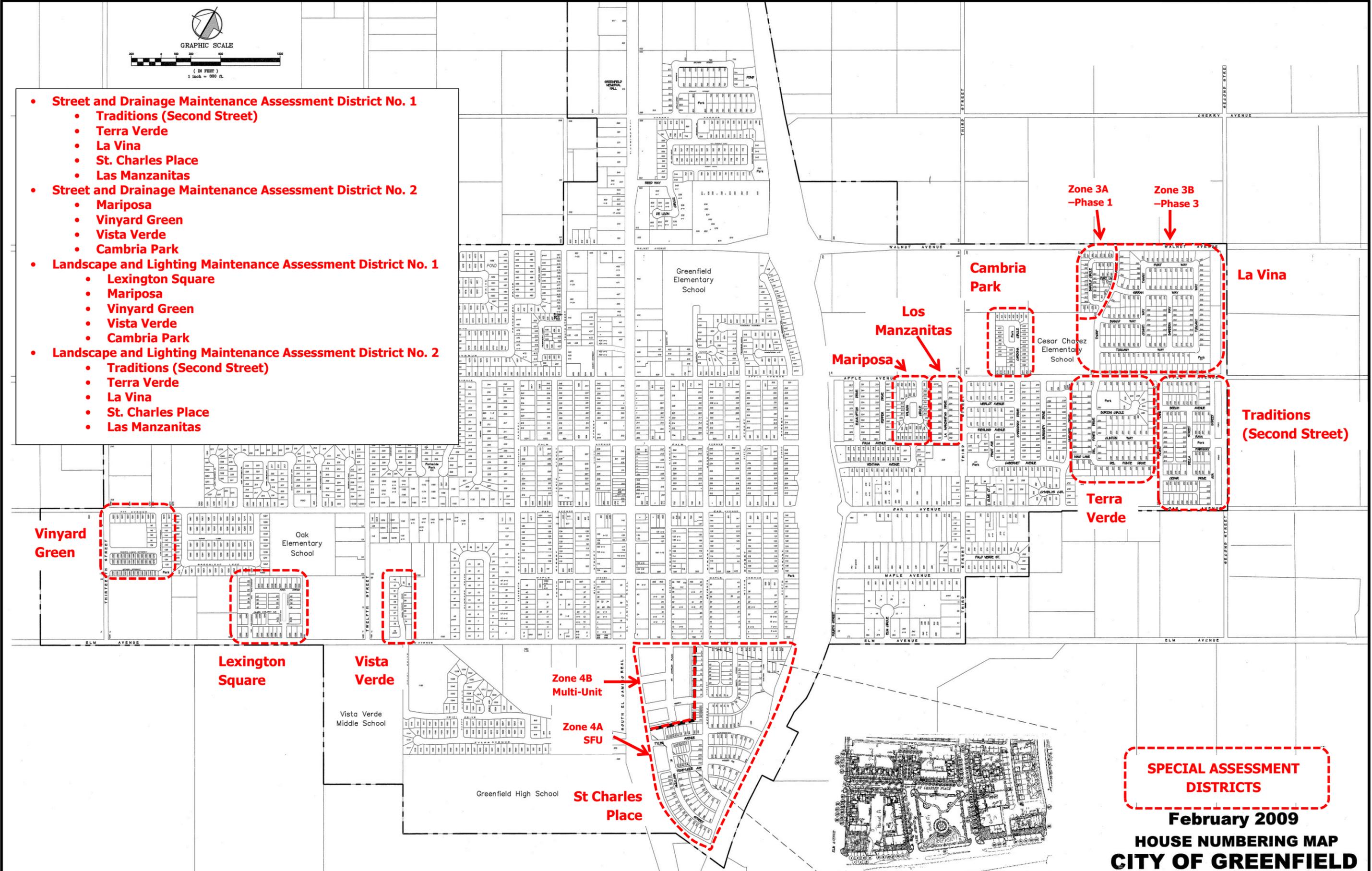


Las Manzanitas





- **Street and Drainage Maintenance Assessment District No. 1**
  - Traditions (Second Street)
  - Terra Verde
  - La Vina
  - St. Charles Place
  - Las Manzanitas
- **Street and Drainage Maintenance Assessment District No. 2**
  - Mariposa
  - Vinyard Green
  - Vista Verde
  - Cambria Park
- **Landscape and Lighting Maintenance Assessment District No. 1**
  - Lexington Square
  - Mariposa
  - Vinyard Green
  - Vista Verde
  - Cambria Park
- **Landscape and Lighting Maintenance Assessment District No. 2**
  - Traditions (Second Street)
  - Terra Verde
  - La Vina
  - St. Charles Place
  - Las Manzanitas



**SPECIAL ASSESSMENT DISTRICTS**

**February 2009**  
**HOUSE NUMBERING MAP**  
**CITY OF GREENFIELD**

## **Appendix 2 – Detailed Recommendations by Area**

**Greenfield Special Assessment Districts Capital Improvement Inspection Project  
Suggested Items Requiring Repair or Improvement**

**Summary of Recommendations-Estimated Cost**

District	Priority 1 Work	Priority 2 Work	Priority 3 Work
LLMAD 1 - Lexington Square Landscape	\$4,789	\$1,900	\$3,348
LLMAD 1 -Lexington Square Lighting Improvements	\$0	\$0	\$0
Lexington Square Drainage Improvements	\$1,000	\$0	\$0
<b>Sub-total</b>	<b>\$5,789</b>	<b>\$1,900</b>	<b>\$3,348</b>
LLMAD 1 -Vista Verde Landscape Improvements	\$0	\$0	\$3,300
LLMAD 1 -Vista Verde Lighting Improvements	\$0	\$0	\$0
SDMAD 2 -Vista Verde Drainage Improvements	\$5,000	\$0	\$0
<b>Sub-total</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$3,300</b>
LLMAD 1 -Vineyard Green Landscape Improvements	\$500	\$0	\$2,500
LLMAD 1 -Vinyard Green Lighting Improvements	\$400	\$0	\$0
SDMAD 2 -Vinyard Green Drainage Improvements	\$0	\$0	\$1,500
<b>Sub-total</b>	<b>\$900</b>	<b>\$0</b>	<b>\$4,000</b>
LLMAD 2 -St. Charles Place 4A Landscape	\$13,297	\$385	\$3,000
LLMAD 2 -St. Charles Place 4A Lighting	\$0	\$0	\$0
SDMAD 1 -St. Charles Place 4A Drainage	\$0	\$0	\$2,650
<b>Sub-total</b>	<b>\$13,297</b>	<b>\$385</b>	<b>\$5,650</b>
LLMAD 2 -St. Charles Place 4B Landscape	\$49,846	\$7,800	\$20,050
LLMAD 2 -St. Charles Place 4B Lighting	\$0	\$0	\$0
SDMAD 1 -St. Charles Place 4B Drainage	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$49,846</b>	<b>\$7,800</b>	<b>\$20,050</b>
LLMAD 1 -Mariposa Landscape Improvements	\$0	\$0	\$2,500
LLMAD 1 -Mariposa Lighting Improvements	\$200	\$0	\$0
SDMAD 2 -Mariposa Drainage Improvements	\$0	\$0	\$400
<b>Sub-total</b>	<b>\$200</b>	<b>\$0</b>	<b>\$2,900</b>
LLMAD 2 -Las Manzanitas Landscape Improvements	\$11,500	\$0	\$0
LLMAD 2 -Las Manzanitas Lighting Improvements	\$0	\$0	\$0
SDMAD 1 -Las Manzanitas Drainage Improvements	\$0	\$0	\$5,000
<b>Sub-total</b>	<b>\$11,500</b>	<b>\$0</b>	<b>\$5,000</b>
LLMAD 2 -La Vina 3A Landscape Improvements	\$24,505	\$18,955	\$31,800
LLMAD 2 -La Vina 3A Lighting Improvements	\$0	\$0	\$0
SDMAD 1 -La Vina 3A Drainage Improvements	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$24,505</b>	<b>\$18,955</b>	<b>\$31,800</b>
LLMAD 2 -La Vina 3B Landscape Improvements	\$6,700	\$300	\$1,300
LLMAD 2 -La Vina 3B Lighting Improvements	\$5,200	\$0	\$0
SDMAD 1 -La Vina 3B Drainage Improvements	\$0	\$0	\$7,550
<b>Sub-total</b>	<b>\$11,900</b>	<b>\$300</b>	<b>\$8,850</b>
LLMAD 2 -Terra Verde Landscape Improvements	\$212	\$3,788	\$55,225
LLMAD 2 -Terra Verde Lighting Improvements	\$0	\$0	\$0
SDMAD 1 -Terra Verde Drainage Improvements	\$0	\$0	\$400
<b>Sub-total</b>	<b>\$212</b>	<b>\$3,788</b>	<b>\$55,625</b>
LLMAD 2 -Traditions Landscape Improvements	\$47,630	\$6,815	\$20,000
LLMAD 2 -Traditions Lighting Improvements	\$0	\$0	\$0
SDMAD 1 -Traditions Drainage Improvements	\$3,000	\$0	\$8,600
<b>Sub-total</b>	<b>\$50,630</b>	<b>\$6,815</b>	<b>\$28,600</b>
LLMAD 1 -Cambria Park Landscape Improvements	\$0	\$0	\$135
LLMAD 1 -Cambria Park Lighting Improvements	\$0	\$0	\$0
SDMAD 2 -Cambria Park Drainage Improvements	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$135</b>
<b>TOTAL</b>	<b>\$173,779</b>	<b>\$39,943</b>	<b>\$169,258</b>

**Greenfield Special Assessment Districts Capital Improvement Inspection Project**  
**Suggested Items Requiring Repair or Improvement**

Landscape District	Zone/Area	Street	Feature	Problem	Recommendation	Estimated Cost	Priority	Comments
Dist. 1 - Lexington Square	1	Elm Ave & Via Salvagno	Corner planting	No mulch in planter / Diets old and woody	Add mulch / divide dietes, typ. Both sides	\$150	2	
Dist. 1 - Lexington Square	1	Elm Ave & Via Salvagno	Planting parkway	Lawn dry & patchy	Check irrigation; seed lawn	\$175	2	
Dist. 1 - Lexington Square	1	Elm & Gianolini	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$150	2	
Dist. 1 - Lexington Square	1	Elm & Gianolini	Trees	Stake is rubbing trunk / causing damage / tree too large for stake	Remove stakes;	\$550	2	
Dist. 1 - Lexington Square	1	Gianolini & Clark Colony	Lawn	Dying / Patchy at corners	Replace / check irrigation; aerate compacted soil	\$300	1	
Dist. 1 - Lexington Square	1	Gianolini & Clark Colony	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$150	2	
Dist. 1 - Lexington Square	1	Gianolini & Avina	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$150	2	
Dist. 1 - Lexington Square	1	Central Open Area	Tree	Dead sycamore	Replacew/ (1) 24" box	\$385	1	
Dist. 1 - Lexington Square	1	Alley by bioretention	Plants	Missing shrubs at chainlink fence	Replace / infill with shrubs (17) 1 gallon Rapheolepis	\$400	2	
Dist. 1 - Lexington Square	1	Alley by bioretention	Tree	poor structure	Thin / prune all trees for structure	\$2,000	1	
Dist. 1 - Lexington Square	1	Elm Ave & Via Salvagno	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$151	1	
Dist. 1 - Lexington Square	1	Elm Ave & Via Salvagno	Planting parkway	Lawn dry & patchy	Check irrigation; seed lawn	\$175	2	
Dist. 1 - Lexington Square	1	Elm & Gianolini	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$151	3	
Dist. 1 - Lexington Square	1	Elm & Gianolini	Trees	Stake is rubbing trunk / causing damage / tree too large for stake	Remove stakes;	\$550	3	
Dist. 1 - Lexington Square	1	Gianolini & Clark Colony	Lawn	Dying / Patchy at corners	Replace / check irrigation; aerate compacted soil	\$275	3	
Dist. 1 - Lexington Square	1	Gianolini & Clark Colony	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$1,802	1	
Dist. 1 - Lexington Square	1	Gianolini & Avina	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$2,197	3	
Dist. 1 - Lexington Square	1	Elm Ave & Via Salvagno	Corner planting	No mulch in planter / Dietes old and woody	Add mulch / divide dietes, typ. Both sides	\$151	1	
Dist. 1 - Lexington Square	1	Elm Ave & Via Salvagno	Planting parkway	Lawn dry & patchy	Check irrigation; seed lawn	\$175	3	
Dist. 1 - Lexington Square					<b>SUBTOTAL</b>	<b>\$10,037</b>		
Dist. 1 - Vista Verde Sudivision	1C	Don Vicente Drive	Retention basin perimeter trees (pic 9)	Dead	Remove & Replace shrubs @ fence (15) @15 gal. Lagestromia & (3) @ 24" Box	\$3,300	3	
Dist. 1 - Vista Verde Sudivision					<b>SUBTOTAL</b>	<b>\$3,300</b>		
Dist. 1 - Vineyard Green	A1	Spark Street at end	Planitng area in fornt of Basin	No mulch	Add 2" layer of mulch to retain water and reduce weeds (approx.550 sf)	\$500	1	
Dist. 1 - Vineyard Green	A1	Spark Street at end	Basin (pic. 13 / 14)	No landscape	Add planting on both sides of walk & at fence around mailboxes 20 @ 5 gal. ceanothus; 24 @ 1 gal. mühlenbergia	\$2,500	3	
Dist. 1 - Vineyard Green					<b>SUBTOTAL</b>	<b>\$3,000</b>		
Dist. 2 - St. Charles Place	4A	St. Matthew	Tree	Dead	Replace w/ (2) 24" Box trees	\$1,000	1	
Dist. 2 - St. Charles Place	4A	St. Matthew	Tree	Missing	Replace w/ (5) 24" Box trees	\$2,000	2	
Dist. 2 - St. Charles Place	4A	St. Matthew & Teneyuque	Planitng area	Poor health	Demolish and Replace (3) w/ 1 gallon	\$100	2	
Dist. 2 - St. Charles Place	4A	Tenyuque Alley @ No. 317	Irrigation	Leaking	Repair	\$100	1	
Dist. 2 - St. Charles Place	4A	St. Matthew & Teneyuque	Wood perim. fence (pic. 29)	Damaged in one seciton	Repair; cedar tongue and groove 3-panel	\$350	1	
Dist. 2 - St. Charles Place	4A	Tenyuque Alley @ No. 317	Wood perim. fence	Aging / falling apart; signs of patch & repair	tighten bolts on post 1 yr.	\$200	1	
Dist. 2 - St. Charles Place	4A	Tenyuque Alley @ No. 317	Wood perim. fence	Aging / falling apart; signs of patch & repair	Replace 6' cedar fence	\$17,500	3	
Dist. 2 - St. Charles Place	4A	Tenyuque Alley @ No. 329	Tree (Plum)	Dead	Replace w/ (1) 24" box	\$385	1	
Dist. 2 - St. Charles Place	4A	Tenyuque Ave.	Vine & Irrigation	Irrigation damaged; vine dead	Verify irrigation & repair. Replace vine.	\$50	3	
Dist. 2 - St. Charles Place	4A	St. Matthew @ sound wall	Planitng area	No mulch	Add mulch	\$1,000	1	
Dist. 2 - St. Charles Place	4A	St. Matthew @ sound wall	Tree	Nursery stake	Remove stake; @ perimeter wall	\$400	1	

**Greenfield Special Assessment Districts Capital Improvement Inspection Project**

**Suggested Items Requiring Repair or Improvement**

Landscape District	Zone/Area	Street	Feature	Problem	Recommendation	Estimated Cost	Priority	Comments
Dist. 2 - St. Charles Place	4A	St. Matthew @ No. 313	Tree	Stake rubbing tree	Re-stake or remove stake	\$75	1	
Dist. 2 - St. Charles Place	4A	St. Matthew @ No. 303	Tree	Root escaped barrier; heaving sidewalk	Cut large root @ walk; pull out 15" - 18" concrete; regrade & repour; Add 8' linear root barrier;; patch and repair lawn	\$2,000	1	
Dist. 2 - St. Charles Place	4A	Moreno St. @ end	Irrigation	Not working?	repair	\$150	1	
Dist. 2 - St. Charles Place	4A	Moreno St. @ end	Tree / shrub/ lawn	Dead Redwoods, shrubs and lawn	Demolish trees and add (2) 24" Box Redwood trees; (17) @ 1 gallon; Replace lawn (approx. 115 sf); check irr and mulch	\$3,500	2	
Dist. 2 - St. Charles Place	4A	Moreno St. @ end	Tree	Tree guard girdling	Remove tree guard	\$12	1	
Dist. 2 - St. Charles Place	4A	Common Plaza @ corner	Tree grate (pic. 15)	Lifting / grate too small for tree/ girdling tree trunk	Remove grate and fill with D.G.; reuse grate - in good con.	\$2,500	1	
Dist. 2 - St. Charles Place	4A	Tyler Ave.	Tree grate	Becoming too small for tree	Monitor and Remove as necessary; replace with D.G.	\$2,500	3	
Dist. 2 - St. Charles Place	4A	Common Plaza	Planting area	Weeds & no mulch	Add mulch	\$350	1	
Dist. 2 - St. Charles Place	4A	Common Plaza	Landscape in center plaza & p	Missing plants	Add missing plants	\$400	2	
Dist. 2 - St. Charles Place	4A	Common Plaza	Tree (Pears)	Poor branch structure	Prune (~10 trees)	\$4,000	1	
Dist. 2 - St. Charles Place	4A	Common Plaza	Tree	Too large for stake	Remove stakes	\$24	1	
Dist. 2 - St. Charles Place	4A	Common Plaza	Tree (pic. 17)	Dead	Remove & replace w/ 24" Box (Podocarpus)	\$385	1	
Dist. 2 - St. Charles Place	4A	Common Plaza	Planting area	No mulch @ corner plantings	Add mulch	\$150	1	
Dist. 2 - St. Charles Place	4A	St. Charles	Planting Area (pic. 18)	No plants	Add plants	\$1,000	2	
Dist. 2 - St. Charles Place	4A	St. Charles & Elm	Tree	Tree stake loose	Restake trees 2" cal. & less	\$65	1	
Dist. 2 - St. Charles Place	4A	Village Green Park	Bench (pic. 19)	Rusty / peeling paint /weekend welds	Replace bench (20 total)	\$33,000	1	
Dist. 2 - St. Charles Place	4A	Village Green Park	Rail ballast	Missing finial	Repair x 1	\$400	1	
Dist. 2 - St. Charles Place	4A	Village Green Park	Grate in street	Too small or getting too small	Monitor & remove as necessary	\$100	1	
Dist. 2 - St. Charles Place	4A	Village Green Park	Trash (pic. 25)	Missing back to trash bin	Add backs x 2 (Plastic or replaces is in?)	\$1,600	1	
Dist. 2 - St. Charles Place	4A	Village Green Park	D.F. (Haws)	Broken	remove or replace	\$1,600	1	
Dist. 2 - St. Charles Place	4A	Village Green Park	Tree in lawn	Missing	Add (2) 24" Box trees	\$800	2	
Dist. 2 - St. Charles Place	4B	Moreno & Tyler @ mailbox	Irrigation in lawn	Running @ 3:30 - 6 heads not on	Repair & check clock	\$50	1	
Dist. 2 - St. Charles Place	4B	Moreno & Tyler @ mailbox	Lawn	Dead	Replace	\$250	1	
Dist. 2 - St. Charles Place	4B	Moreno & St. Christopher	Tree	Missing	Replace w/ (1) 24" box	\$385	2	
Dist. 2 - St. Charles Place	4B	Moreno	Irrigation in lawn	Broken	Repair parts of south parkway	\$150	1	
Dist. 2 - St. Charles Place	4B	Moreno	Lawn	Dead	Replace	\$400	1	
Dist. 2 - St. Charles Place	4B	Moreno	Tree	Nursery stake	Remove stake	\$12	1	
Dist. 2 - St. Charles Place	4B	Moreno @ unit No. 9	Tree	Stake damage	Remove stake	\$25	1	
Dist. 2 - St. Charles Place	4B	Alley btwn Huerta & Chris.	Tree (plum)	Poor branch structure	Thin & prune (x7 - 10)	\$4,000	1	
Dist. 2 - St. Charles Place	4B	Alley btwn Huerta & Chris.	Tree	Dead	Replace w/ (1) 24" box	\$385	1	
Dist. 2 - St. Charles Place	4B	Huerta parkway	Irrigation / lawn	Irrigation not working; lawn dying	Repair irrigation	\$75	1	
Dist. 2 - St. Charles Place	4B	St. Christopher Park	Bench pad	Missing benches	leave open for play area or replace benches	\$2,500	3	
Dist. 2 - St. Charles Place	4B	St. Christopher	Tree	Nursery stake	Remove stakes	\$100	1	
Dist. 2 - St. Charles Place	4B	St. Christopher	Irrigation / lawn	Parkway lawn dying	Check irrigation & repair	\$150	1	
Dist. 2 - St. Charles Place	4B	Vazquez Ave E. perim	Planting area	no mulch	Add mulch (250sf)	\$400	1	
Dist. 2 - St. Charles Place	4B	Vazquez Ave E. perim	Planting area	missing plants	Add (~20 @ 1 gal.)	\$500	3	
Dist. 2 - St. Charles Place	4B	Tyler Ave.	Tree	Nursery stakes	Remove x 5	\$100	1	
Dist. 2 - St. Charles Place	4B	Alley	Tree (plums)	Poor branch structure	Prune & thin (18)	\$7,200	1	

**Greenfield Special Assessment Districts Capital Improvement Inspection Project**  
**Suggested Items Requiring Repair or Improvement**

Landscape District	Zone/Area	Street	Feature	Problem	Recommendation	Estimated Cost	Priority	Comments
Dist. 2 - St. Charles Place						<b>SUBTOTAL</b>	<b>\$94,378</b>	
Dist. 1 - Mariposa	1A	Mariposa Pl. (pic 42 & 43)	Lawn & entry strip park	Lawn dead @ first 2-3 homes from wind / poor irrigation	Remove lawn & replace w/ ceanothus G.C. + mulch	\$2,500	3	
Dist. 1 - Mariposa						<b>SUBTOTAL</b>	<b>\$2,500</b>	
Dist. 2 - Las Manzanitas	5	Vintage Park @ Pinot Ave.	Retaining wall	Missing cap	Add 70 LF of 2" CMU block cap	\$1,300	1	
Dist. 2 - Las Manzanitas	5	Vintage Park @ Pinot Ave.	Playground	Play surfacing doesn't meet code depth	Verify depth required per equipemtn fall zone and add loose play surfacing material to meet code	\$10,000	1	
Dist. 2 - Las Manzanitas	5	Vintage Park @ Pinot Ave.	Irrigation / lawn	Dead / dying	Check irrigation	\$200	1	
Dist. 2 - Las Manzanitas						<b>SUBTOTAL</b>	<b>\$11,500</b>	
Dist. 2 - La Vina	3A	Barolo Park	Tree	Stakes causing damage	Remove stakes	\$300	2	
Dist. 2 - La Vina	3A	Barolo Park	Shrub	No mulch	Add 2" layer of mulch to retain water and reduce weeds (approx.3220 sf)	\$3,500	1	
Dist. 2 - La Vina	3A	Barolo Park	Shrub	Wet soil / dead plants in shade	Check irrigation run timesp; plant (20 - 30) 1 gallon	\$1,300	3	
Dist. 2 - La Vina	3A	Barolo Park	Playground (pic. 83)	P.I.P. Rubber damaged at access into playground	Remove & replace	\$1,700	1	
Dist. 2 - La Vina	3A	Barolo Park	Playground (pic. 83)	Play surfacing doesn't meet code depth	Verify depth required per equipemtn fall zone and add loose play surfacing material to meet code	\$1,500	1	
Dist. 2 - La Vina	3B	Tuscany Park	Tree (Lagerstomia / Cedars)	Nursery stakes	Remove	\$250	1	
Dist. 2 - La Vina	3B	Tuscany Park	Shrub	No mulch	Add 2" layer of mulch (16,000 SF)	\$14,000	2	
Dist. 2 - La Vina	3B	Tuscany Park	Bench (pic. 71)	Coating coming off	Replace bench w/ footing	\$4,000	3-Jan	
Dist. 2 - La Vina	3B	Tuscany Park	Playground	Play surfacing doesn't meet code depth	Verify depth required per equipemtn fall zone and add loose play surfacing material to meet code	\$3,500	1	
Dist. 2 - La Vina	3B	Barolo & Thorp	Tree	Missing	Add (1) 24" Box Pear in parkway	\$385	2	
Dist. 2 - La Vina	3B	Barolo & Thorp	Lawn	Missing	Check irrigation and lawn (40 sf)	\$1,800	2	
Dist. 2 - La Vina	3B	Thorp	Shrub (pic. 84)	No mulch	Add 2" layer of mulch to retain water and reduce weeds	\$60	1	
Dist. 2 - La Vina	3B	Thorp @ entrance to school	Lawn / hole (pic. 85)	Small sink hole @ tree along walkway creating an unsafe condition (Ankle twister).	Fill hole/repair	\$150	1	
Dist. 2 - La Vina	3B	Sirrah 232	Tree / lawn (pic. 86)	Dead	Check w/ homeowner / irrigation / replace	\$350	1	
Dist. 2 - La Vina	3B	Tawny Port W side @ Sirrah	Shrub (common space)	Dead / mulch	Remove and replace w/ (5) 5 gallon; ammend soil; mulch	\$1,700	2	
Dist. 2 - La Vina	3B	Tawny Port 220	Tree	Stake	Remove	\$25	1	
Dist. 2 - La Vina	3B	Tuscany Way	Shrub (common space)	Old / woody	Remove and replace w/ (10) 5 gallon; ammend soil; mulch	\$2,800	3	
Dist. 2 - La Vina	3B	Tuscany Way 347, 348	Tree	Stakes	Remove	\$120	2	
Dist. 2 - La Vina	3B	2nd St. Open space @ park entry	Conc. Walk (pic. 72, 73)	Large crack in walk @ cold joint, tripping hazard. Occurs 29 times along the path	Repair concrete area	\$18,000	1	
Dist. 2 - La Vina	3B	2nd St. Open space	Tree	Dead	Remove & replace w/ 24" box	\$385	1	
Dist. 2 - La Vina	3B	2nd St. Open space along street	Irrigation	Lawn leaking valve box (C9?)	Repair	\$100	1	
Dist. 2 - La Vina	3B	2nd St. Open space along street	Shrubs along 2nd	Really wet / plants dying	check for irrigation leak or valve timed wrong	\$100	1	
Dist. 2 - La Vina	3B	2nd Street	Tree	Dead	Remove & replace w/ (3) 24" Box	\$1,200	1	
Dist. 2 - La Vina	3B	2nd Street	Tree @ retention basin	Nursery stakes	Remove	\$200	2	
Dist. 2 - La Vina	3B	2nd Street	Retention basin	shrubs old / dying	Replace	\$25,000	3	
Dist. 2 - La Vina	3B	Walnut Street	Vines (pic. 79)	Dead or woody	Prune & consider replacing. Add (9) 1 gallon	\$600	2	

Greenfield Special Assessment Districts Capital Improvement Inspection Project

Suggested Items Requiring Repair or Improvement

Landscape District	Zone/Area	Street	Feature	Problem	Recommendation	Estimated Cost	Priority	Comments
Dist. 2 - La Vina	3B	Walnut Street	Tree	Dead	Remove and replace w/ (1) 24" Box	\$385	1	
Dist. 2 - La Vina	3B	Walnut Street	Tree	Stakes	Remove	\$150	2	
Dist. 2 - La Vina					<b>SUBTOTAL</b>	<b>\$83,560</b>		
Dist 2 - Terra Verde	2	Vineyard & Nino Ln.	Tree	Nursery stake rubbing tree	Remove stake	\$12	1	
Dist 2 - Terra Verde	2	Del Pointe	Tree (pic 59)	Stakes not useful anymore - tree too big	Remove stake	\$12	2	
Dist 2 - Terra Verde	2	Del Pointe	Tree	Poor branch structure / dense	Prune (x5 large sycamores)	\$3,000	2	
Dist 2 - Terra Verde	2	Del Pointe Dr. # 249 & 250	Lawn	Over-watered; standing water in tree wells	Talk to homeowner before trees die	0	1	
Dist 2 - Terra Verde	2	Vineyard	Tree	Stakes not useful anymore - tree too big	Remove as necessary (approx. 1/2 the trees on this st)	\$150	2	
Dist 2 - Terra Verde	2	Vineyard 220	Lawn	Dying	Check irrigation and fix if nec.	\$150	1	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Header board (pic 63)		Pulled out	\$50	1	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Shrubs (pic 64)		Missing planting	\$175	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Vines @ entry		Nursery stake	\$48	2	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Tree		Stakes	\$108	2	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Planting Areas @ tree circles (pic 65)		Old / missing	\$1,000	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Bench (pic 66/67)		Rusting - custom bench	\$28,000	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Planting area (pic 68)		Missing shrubs, low soil level, no mulch @ center raised planter	700	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Planting areas		Missing roses	\$500	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Planting areas		No mulch	\$6,800	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	D.F.		Missing knob	\$200	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Playground		Play surfacing doesn't meet code depth	\$3,000	3	
Dist 2 - Terra Verde	2	Rotary Centennial Park	Shrubs		Old & woody, missing	\$14,000	3	
Dist 2 - Terra Verde	2	Apple & Del Monte	Shrub		Dead shrubs along private road on east	\$850	3	
Dist 2 - Terra Verde	2	Apple 229	Tree		Nursery stakes	\$12	2	
Dist 2 - Terra Verde	2	Alves 237	Tree		Nursery stakes	\$36	2	
Dist 2 - Terra Verde	2	Alves 237	Tree		Nursery stakes	\$200	2	
Dist 2 - Terra Verde	2	Alves 228, 229	Tree		Nursery stakes	\$48	2	
Dist 2 - Terra Verde	2	Clinton	Tree		Nursery stakes	\$150	2	
Dist 2 - Terra Verde	2	Del Pointe 239	Tree		Nursery stakes	\$12	2	
Dist 2 - Terra Verde	2	Del Pointe 241	Tree		Nursery stakes	\$12	2	
Dist 2 - Terra Verde					<b>SUBTOTAL</b>	<b>\$59,225</b>		
Dist 2 -Traditions	2	2nd St. Basins	Irrigation		Missing end cap	\$20	1	
Dist 2 -Traditions	2	2nd St. Basins	Perimeter Screening Shrub Area (pic. 102)		Dead / overgrown / woody/ no mulch/ broken irrigation	\$20,000	3	
Dist 2 -Traditions	2	2nd St. Open Space	Fence (pic. 89 & 91)		Rusting	\$18,000	1	
Dist 2 -Traditions	2	2nd St. Open Space	Shrub Area inside fence		No mulch	\$7,400	1	
Dist 2 -Traditions	2	2nd St. Open Space	Tree (Plum)		Stakes	\$60	2	

**Greenfield Special Assessment Districts Capital Improvement Inspection Project**

**Suggested Items Requiring Repair or Improvement**

Landscape District	Zone/Area	Street	Feature	Problem	Recommendation	Estimated Cost	Priority	Comments
Dist 2 -Traditions	2	2nd St. Open Space	Irrigation / shrub	Broken drip / dead plants @ end of ret. Basin	Repair & add (6) @ 1 gallon plants	\$150	2	
Dist 2 -Traditions	2	2nd St. Open Space	Planting area (pic. 100)	No plants / broken irrigation	Add (+/- 50) 1 gallon plants/repair drip	\$2,000	2	
Dist 2 -Traditions	2	2nd St. Open Space	Plum Trees within fenced area	Poor branch structure	Prune tree (6 total)	\$2,400	1	
Dist 2 -Traditions	2	2nd St. Open Space	Bioswale (pic. In greenbelt 98 / 99)	Cobble / Turf edge receding	Add more cobble or install boulders along edge to cover exposed swale liner and dirt	\$4,000	2	
Dist 2 -Traditions	2	Traditions Park	Shrub	Missing plants	Add (3) 1 gallon at sidewalk bulb out and mulch	\$100	2	
Dist 2 -Traditions	2	Traditions Park	Tree in lawn center divide	Stakes	Remove x 2	\$25	1	
Dist 2 -Traditions	2	Ava Street	Tree	Dead	Remove & replace with 24" Box and stakes	\$385	1	
Dist 2 -Traditions	2	Alley	Tree (plum)	Poor branch structure	Prune (x 19 medium trees)	\$7,600	1	
Dist 2 -Traditions	2	Alley	Tree (plum)	Dead	Remove & replace with 24" Box and stakes	\$385	2	
Dist 2 -Traditions	2	Alley	Tree	Dense canopy & staked	Thin canopy x 40% (x10 medium trees)	\$4,000	1	
Dist 2 -Traditions	2	Alley	Tree	Stakes	Remove stakes (x10)	\$120	2	
Dist 2 -Traditions	2	Alley	Tree (pears)	Poor branch structure / dense	Prune (x13 large trees)	\$7,800	1	
Dist 2 -Traditions					<b>SUBTOTAL</b>	<b>\$74,445</b>		
Dist. 1 - Cambria Park		Cordona Circle	Shrub	No mulch	Add mulch (100sf)	\$85	3	
Dist. 1 - Cambria Park		Cordona Circle	Shrub	Sparse / no mulch	Check irrigation / add mulch (100sf)	\$50	3	
Dist. 1 - Cambria Park					<b>SUBTOTAL</b>	<b>\$135</b>		

**Greenfield Special Assessment Districts Capital Improvement Inspection Project**

**Suggested Items Requiring Repair or Improvement**

**Drainage and Lighting**

District	Zone/Area	Street	Feature	Problem	Recommendation	Estimated Cost	Priority	Comments
Lexington Square	1	Elm Ave	Catch Basin (Pic. 1)	Filled with dirt	Remove sediment	\$200	1	
Lexington Square	1	East Alley	Catch Basin (Pic. 3)	Filled with dirt	Remove sediment	\$200	1	
Lexington Square	1	East Alley	Catch Basin	Filled with dirt	Remove sediment	\$200	1	
Lexington Square	1	Middle Alley	Catch Basin	Filled with dirt	Remove sediment	\$200	1	
Lexington Square	1	Middle Alley	Catch Basin	Filled with dirt	Remove sediment	\$200	1	
<b>Subtotal</b>						<b>\$1,000</b>		
SDMAD 2 -Vista Verde Subdivision	1C	Don Vicente Drive	Drainage Basin (pic. 7-8)	Inlet needs cleaning and minor erosion problems	Remove sediment around inlet, stabilize slopes, add rip rap	\$5,000	3	
<b>Subtotal</b>						<b>\$5,000</b>		
SDMAD 2 -Vineyard Green	A1	Spark Street at end	Drainage Basin (pic. 11-12)	Minor Erosion, graffiti, minor vegetation	remove vegetation, paint over graffiti	\$1,500	3	
SDMAD 2 -Vineyard Green	A1	1284 Spark Street	Street Light	Lamp out	Replace lamp	\$200	1	
SDMAD 2 -Vineyard Green	A1	1285 Oak Street	Street Light	Lamp out	Replace lamp	\$200	1	
<b>Subtotal</b>						<b>\$1,900</b>		
SDMAD 1 -St. Charles Place	4A	St. Matthew	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -St. Charles Place	4A	Tenyoque Ave	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -St. Charles Place	4A	Tenyoque Ave	Catch Basin (pic. 28)	Grate bent/raised	Needs to be reseted or replaced if bent	\$350	3	
SDMAD 1 -St. Charles Place	4A	Moreno St.	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -St. Charles Place	4A	Moreno St. (end of street)	Catch Basin (pic. 34)	Grate bent/raised	Needs to be reseted or replaced if bent	\$350	3	
SDMAD 1 -St. Charles Place	4A	Moreno St. (end of street)	Catch Basin	Grate bent/raised	Needs to be reseted or replaced if bent	\$350	3	
SDMAD 1 -St. Charles Place	4A	Corner of Moreno and Hueta	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -St. Charles Place	4A	Corner of Moreno and Hueta	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -St. Charles Place	4A	Corner of Moreno and Elm	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -St. Charles Place	4A	St. Christopher Lane (end of Street)	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -St. Charles Place	4A	St. Christopher Lane (end of Street) Pic. 37-39)	Drainage Basin	None		\$0		Basin in good condition
SDMAD 1 -St. Charles Place	4A	Vazquez Ave (end of Street)	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
<b>Subtotal</b>						<b>\$2,650</b>		
SDMAD 2 -Mariposa	1A	Wilson at entrance median	Black Street Light	Lamp out	Replace	\$200	1	
SDMAD 2 -Mariposa	1A	Wilson (Northside of Circle)	Catch Basin (northside)	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 2 -Mariposa	1A	Wilson (Northside of Circle)	Catch Basin (northside)	Filled with sediment/leaves/trash	Clean out	\$200	3	
<b>Subtotal</b>						<b>\$600</b>		
SDMAD 1 -Las Manzanitas	5	Las Manzanitas and Apple	Drainage Basin (pic. 40-41)	Outlet filled with sediment	Clear out sediment and add rip rap	\$5,000	3	
<b>Subtotal</b>						<b>\$5,000</b>		
SDMAD 1 -La Vina	3B	2nd St. and Walnut	Drainage Basin (pic. 77-78 south) (80 North)	Outlet filled with sediment	Clear out sediment and add rip rap	\$7,000	3	both outlets at the north and south are effected
SDMAD 1 -La Vina	3B	Corner of 2nd St. and Walnut	Catch Basin	Grate Raised/Bent	Reset or Replace if bent	\$350	3	
SDMAD 1 -La Vina	3B	2nd St. and Walnut	Street Light (81)	Street light missing	Check irrigation run times, add mulch, re-plant 20 - 30 1 gal.	\$1,500	1	foundation remains intact
SDMAD 1 -La Vina	3B	Walnut Street	Street Light (82)	Street light Bent	Replace Street light and foundation	\$3,500	1	Hit by car

Greenfield Special Assessment Districts Capital Improvement Inspection Project

Suggested Items Requiring Repair or Improvement

Drainage and Lighting

District	Zone/Area	Street	Feature	Problem	Recommendation	Estimated Cost	Priority	Comments
SDMAD 1 -La Vina	3B	Corner of Tuscany (by park)	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -La Vina	3B	231 Tuscany	Street Light	Lamp out	Replace	\$200	1	
<b>Subtotal</b>						<b>\$12,750</b>		
SDMAD 1 -Terra Verde	2	249 Nino	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -Terra Verde	2	223 Del Ponte	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
<b>Subtotal</b>						<b>\$400</b>		
SDMAD 1 -Traditions	2	2nd Street	Drainage Basin (southern most basin) (Pic. 92)	none	none	\$0		in good condition
SDMAD 1 -Traditions	2	2nd Street	Drainage Basin (middle Basin) (pic. 93-97)	outlets filled with sediment	Clear out sediment and add rip rap	\$8,000	3	both north and south outlets are effected, there are 4 outlets total that need repair
SDMAD 1 -Traditions	2	Rava and 2nd Street	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -Traditions	2	Corner of Alves and Cedar	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -Traditions	2	221 Cedar	Catch Basin	Filled with sediment/leaves/trash	Clean out	\$200	3	
SDMAD 1 -Traditions	2	Alley between Aves and Bella	Road (pic. 103)	Pothole	Repair	\$1,500	1	(\$1500 if both done at same time)
SDMAD 1 -Traditions	2	Alley between Apple and Beech	Road (pic. 104)	Pothole	Repair	\$1,500	1	(\$1500 if both done at same time)
<b>Subtotal</b>						<b>\$11,600</b>		
SDMAD 2 -Cambria Park		In Development	Drainage Basin	Generally good condition	none	\$0		Sub division is in development, may require repair once houses are built
<b>Subtotal</b>						<b>\$0</b>		

## **Appendix 3 – Photographs**

# City Staffing Projected Costs

DEPT. OF PUBLIC WORKS	LLD1	LLD2	SMD1	SMD2
EMPLOYEE	263	264	265	265
<b>Lorenzana, C</b>	1%	1%	1%	1%
Office Specialist	\$ 814.72	\$ 814.72	\$ 814.72	\$ 814.72
<b>Garcia, J</b>	1%	1%	1%	1%
Fleet Maintenance	\$ 891.85	\$ 891.85	\$ 891.85	\$ 891.85
<b>Aceves, B</b>	3%	7%	3%	3%
Public Works Manager	\$ 2,902.66	\$ 6,772.87	\$ 2,902.66	\$ 2,902.66
<b>Tamayo, O</b>	0%	0%	8%	8%
Maintenance Worker			\$ 3,750.36	\$ 3,750.36
<b>Tamayo, S</b>	0%	0%	5%	5%
Maintenance Worker			\$ 3,539.52	\$ 3,539.52
<b>Employee #1</b>	25%	65%	5%	5%
LLMD Grounds Worker	\$ 8,605.26	\$ 22,373.68	\$ 1,721.05	\$ 1,721.05
<b>Employee #1</b>	25%	65%	5%	5%
LLMD Grounds Worker	\$ 8,605.26	\$ 22,373.68	\$ 1,721.05	\$ 1,721.05
<b>Employee #1</b>	25%	65%	5%	5%
LLMD Grounds Worker	\$ 8,605.26	\$ 22,373.68	\$ 1,721.05	\$ 1,721.05
	\$29,610.29	\$ 74,785.76	\$16,247.55	\$16,247.55

YEAR	MAKE/MODEL	COST:	QUANTIT Y	TOTAL COST	LLMD 1	LLMD 2	SMD 1	SMD 2
2013	STIHL HEDGE TRIMMER	397	2	793	198	516	40	40
2001	STILH WEEDEATER FS83	315	2	630	158	410	32	32
2007	STIHL BLOWER -BR-550	360	2	720	180	468	36	36
2009	HONDA COMMERCIAL PUSH MOWER 21"	1,163	1	1,163	291	756	58	58
2006	KUBOTA MOWER F3680-F	16,329	1	16,329	4,082	10,614	816	816
	TRAILER	1,200	1	1,200	300	780	60	60
	WEED SPRAYING BACK PACK	100	1	100	25	65	5	5
	ROUND SHOVELS	32	3	96	24	62	5	5
	SQUARE SHOVELS	32	3	96	24	62	5	5
	PUSH BROOMS	51	3	154	38	100	8	8
	WIRE RAKES	72	3	216	54	140	11	11
	PLASTIC RAKES	92	3	276	69	179	14	14
	3FACE SHIELD, 3SAFETY GLASSES	75	3	225	56	146	11	11
2010	FORD F150 PICK UP	16,206	2	32,411	8,103	21,067	1,621	1,621
			TOTAL:	<b>54,409</b>	<b>13,602</b>	<b>35,366</b>	<b>2,720</b>	<b>2,720</b>
			Allocation	1.00	0.25	0.65	0.05	0.05



# City of Greenfield

CITY HALL: P.O. Box 127 / 45 El Camino Real / Greenfield, California 93927

(831) 674-5591 FAX (831) 674-3149

CORPORATION YARD: (831) 674-2635 FAX (831) 674-3259

## NOTICE OF AWARD

To: **Smith & Enright Landscaping, Inc.**  
540 Work Street, #C  
Salinas, CA 93901

**Project: Landscape Maintenance Contract for Various Subdivisions in  
Landscaping & Lighting Maintenance Districts  
Contract No. 06-04**

The OWNER has considered the BID submitted by you for the above described project in response to its Invitation to Bid dated , November 15, 2006, and Instruction to Bidders.

You are hereby notified that your BID has been accepted in the amount of \$9,900.00 per month.

You are required by the Instructions to Bidders to execute the CONTRACT and furnish the required CONTRACTOR'S Certificates of Insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said CONTRACT and to furnish said Certificates of Insurance within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all of your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this 20th day of December, 2006.

OWNER

By

Mark McClain

Title

Interim Public Works Director

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by this 20th day of December, 2006.

By

George M. Bova

Title

Maintenance Supervisor

**CONTRACT**

This Contract, made and entered into this 28<sup>th</sup> day of December, 2006, by and between the City of Greenfield, a municipal corporation, hereinafter called the "Owner", and of Smith & Enright Landscaping, Inc., hereinafter called the "Contractor";

**WITNESSETH:**

The Contractor, in consideration of the sum to be paid him by the Owner and of the covenants and agreements herein contained, hereby agrees at his own proper cost and expense to do all the work and furnish all the materials, tools, labor, and all appliances, machinery, and appurtenances for providing Landscape Maintenance Services for Various Subdivisions in Landscaping & Lighting Maintenance Districts as described in the contract documents and as directed by the Engineer at various locations in the City of Greenfield, County of Monterey to the extent of the Proposal made by the Contractor, dated the 8<sup>th</sup> day of December 2006, all in full compliance with the Contract Documents referred to herein.

The BIDDING REQUIREMENTS, including the signed copy of the PROPOSAL, the CONTRACT FORMS, the CONDITIONS OF THE CONTRACT, and the SPECIFICATIONS, are hereby referred to and by reference made a part of this Contract as fully and completely as if the same were fully set forth herein and are mutually cooperative therewith. The attached description/exhibits indicate areas excluded from the contract.

In consideration of the performance of the work as set forth in these Contract Documents, the Owner agrees to pay to the Contractor the amount bid in the Proposal as adjusted in accordance with the Contract Documents, or as otherwise herein provided, and to make such payments in the manner and at the times provided in the Contract Documents.

The Contractor agrees to complete the work within the time specified herein, to bill for payment monthly, and to accept as full payment hereunder the amounts computed as determined by the Contract Documents and based on the said Proposal.

The Contractor agrees to remedy all defects appearing in the work or developing in the workmanship performed under this Contract in a reasonable period of one time after the date of notification by the Owner, and further agrees to indemnify and save the Owner harmless from any costs encountered in remedying such defects.

It is agreed the time limit for completion of the Contract, based upon the Proposal shall be the 15th day of January, 2008.

IN WITNESS WHEREOF, we, the parties hereto, each herewith subscribe the same this 28 day of December, A.D., 2006.

OWNER:

By: Mark McCall  
Interim Public Works Director  
Title

CONTRACTOR:

By: George McGowan  
Maintenance Supervisor  
Title

Smith & Enright Landscaping, Inc.

Company Name

C-27 - #757700

Contractor's License No.

APPROVED AS TO FORM

\_\_\_\_\_  
Attorney for Owner

ATTESTED:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

George M. Jovan  
Contractor

Smith & Enright Landscaping  
\*\*\*\*\*

**CITY OF GREENFIELD  
DEPARTMENT OF PUBLIC WORKS**

**SPECIAL PROVISIONS**

**FOR**

**VARIOUS LIGHTING AND LANDSCAPE MAINTENANCE DISTRICTS**

**SECTION 1.           SPECIFICATIONS AND PLANS**

All work to be done under this contract shall conform to the applicable requirements of the City of Salinas, Department of Public Works, Design Standards and Standard Specifications, 2004, herein referred to as the Standard Specifications.

In the event of conflict between the Specifications and these Special Provisions, the latter shall take precedence over and be used in lieu of such conflicting portions. The listing of certain salient sections from the Standard Specifications and these Special Provisions shall not in any way relieve the Contractor of complying with each and every section of the Standard Specifications.

**SECTION 2.           PROPOSAL REQUIREMENTS AND CONDITIONS**

The Bidder's attention is directed to the provisions in Section 2, "Proposal Requirements and Conditions," of the Standard Specifications and these Special Provisions for the requirements and conditions which he must observe in the preparations of the proposal form and the submission of the bid.

**2-1.01 EXAMINATION OF PLANS, SPECIFICATIONS, CONTRACT, AND SITE OF WORK**

The Bidder shall examine carefully the site of work contemplated, the plans and specifications, and the proposal and contract forms therefore. The submission of a bid shall be conclusive evidence that the bidder has investigated and is satisfied as to the conditions to be encountered, as to the character, quality, and scope of work to be performed, the quantities of materials to be furnished, and as to the requirements of the proposal, plans, specifications, and the contract.

The plans are general information only and are for outlining the limits of work and showing the general layout of the existing landscape. It shall be the Contractor's responsibility to verify the amounts of trees, lawn, shrubs, and other items/areas to be maintained. Discrepancies between the plans and items in the field shall be brought to the attention of the Director of Public Works. Additional payment for said discrepancies shall not be allowed.

**SECTION 3.           AWARD AND EXECUTION OF CONTRACT**

The Bidder's attention is directed to the provisions in Section 3, "Award and Execution of Contract" of the Standard Specifications and the "Proposal Requirements and Conditions" of these Special Provisions for the requirements and conditions concerning award and execution of the Contract. Certificates of Insurance shall be furnished by the Contractor and shall be returned with the signed contract and contract bonds. The Notice to Proceed with the work shall not be issued by the City Clerk's office until all such documents are submitted.

If awarded, this Contract shall be awarded to the responsible bidder submitting the lowest bid who meets the financial and technical requirements. The City reserves the right to withhold award of bid for thirty (30) calendar days from the bid opening date.

**SECTION 4. BEGINNING OF WORK, TIME OF COMPLETION, LIQUIDATED DAMAGES, AND TEMPORARY SUSPENSION OF WORK**

The Contractor's attention is directed to the provisions of Section 8, "Prosecution and Progress," of the Standard Specifications and the following provisions:

The Contractor shall begin the work during the week of January 15, 2007 and shall perform the work outlined in these special provisions for the maintenance of the area described for a period of twelve (12) months from said date. This contract may be renewed for one (1) year, provided the Contractor requested, in writing, two months before the expiration date and with the approval of the Director of Public Works.

**SECTION 5. GENERAL**

**SECTION 5-1 MISCELLANEOUS**

**5-1.01 WAGE DETERMINATION** - All wage scales shall be in accordance with applicable determinations made by the Director of the Department of Industrial Relations of the State of California, as provided by Article 2, Chapter 1, Division 2, Part 7 of the Labor Code of the State of California, commencing with Section 1771. They shall apply to the construction contract and all subcontractors working there under.

**5-1.02 SOUND CONTROL REQUIREMENTS** - The Contractor shall comply with all local sound control and noise level rules, regulations and ordinances which apply to any work performed pursuant to the Contract.

Each internal combustion engine, used for any purpose on the job or related to the job, shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated on the project without said muffler.

Full compensation for conforming to the requirements of this section shall be considered as included in the prices paid for the various contract items of work involved and no additional compensation shall be allowed therefore.

**5-1.03 WORK TO BE DONE BY OTHERS** - Miscellaneous items of work not included under the various proposal items and as shown on the plans, "N.I.C." and/or "By Others," shall be done by others and are not a part of this Contract.

**5-1.04 DISCREPANCIES** - Should the Contractor at any time discover any discrepancy or mistake in a drawing or specification, any variation between dimension on drawings and measurements at site, or any lack of dimensions or other information, he shall report at once to the City Engineer for correction and shall not proceed with work affected thereby until such correction has been made.

**SECTION 6 BLANK**

**SECTION 7 QUALITY ASSURANCE**

**A. Qualifications**

1. Experience: The landscape contractor or maintenance subcontractor shall have a full-time employee assigned to the job as foreman for the duration of the contract. He/she shall have a

minimum of four (4) years experience in landscape maintenance supervision, with experience or training in turf management, entomology, pest control, soils, fertilizers and plant identification. All tree related work shall be supervised by a Certified Arborist. All pesticide applications shall be supervised by a Qualified Applicator certificate holder. All pesticide recommendations shall be done by a Pest Control Advisor.

2. Labor Force: The landscape maintenance labor force shall be thoroughly familiar with, and trained in the work to be accomplished and shall perform the task in a competent, efficient manner acceptable to the City.

**B. Requirements**

1. Supervision: The foreman shall directly supervise the work force at all times. Notify City of all changes in supervision.
2. Identification: Provide proper identification at all times for landscape maintenance firm's vehicles and labor force.

**SECTION 8            MATERIALS**

- A. General: All materials and equipment shall be provided by the Contractor, except as specified below.
- B. Water: Clean, potable and fresh, as available from City.
- C. Fertilizers:
1. Tightly-compressed, slow-release and long-lasting complete fertilizer tablets (pellets or tea bags) bearing manufacturer's label of guaranteed analysis of chemicals present.
  2. Balanced, once-a-season application, controlled-release fertilizers with a blend of coated prills which supply controlled-release nitrogen, phosphorus and potassium, and uncoated, rapidly soluble prills containing nitrogen and phosphorus.
- D. Herbicides, Insecticides, and Fungicides:
1. Best quality materials with original manufacturers' containers, properly labeled with guaranteed analysis.
  2. Use non-staining materials.
- E. Lawn Seed for Reseeding: Match existing lawn mix.
- F. Replacement Tree, Stakes, Ties and Wires: Match originally accepted existing materials on the site.
- G. Tree: Select straight trunks with the leader intact, undamaged and uncut with all old abrasions and cuts completely callused over. Do not prune plants prior to delivery.
- H. Grasses: Turf Seed - At least 98% pure, weed free mixture and a minimum of 85% germination, re-cleaned, Grade "A" new crop seed, delivered in the original containers, unopened, and bear a guaranteed analysis and dealer's label. The specific grass formulation shall be submitted to the

Director of Public Works for approval.

**8-1.01 GENERAL** - Attention is directed to Section 6, "Control of Materials," of the Standard Specifications and these Special Provisions.

All materials required to complete the work under this Contract shall be furnished by the Contractor except when otherwise specified herein.

The City shall have the right to inspect any material specified herein. The items ordered must be designed to comply with all federal, state and local safety regulations and/or ordinances.

Equipment, supplies or services that fail to comply with the specifications herein as regards to design, material or workmanship are subject to rejection at the option of the City. Materials rejected shall be immediately removed from the premises at the Contractor's/vendor's expense.

**8-1.02 SUBSTITUTION** - Reference in these specifications to any article, device, product, material, fixture, form or type of construction by name, make or catalog number is to be interpreted only as establishing a standard of quality, and not to be construed as limiting competition. In such cases, the Contractor may, at his option, use any article, device, product, material, fixture, form, or type of construction equal to that specified. The Director is the final judge of acceptability of proposed substitute and the Contractor proposing substitution shall furnish, at his expense, any data, samples, test, etc., as required by the Director to determine quality of the proposed substitutions.

In addition, all proposed substitutions must be:

1. Submitted within 35 calendar days following award of the Contract as approved by Council.
2. Proven to the Director of Public Works to be equal or superior to the specified item in all respects.
3. Accompanied by shop drawings and/or complete descriptive information.

All dimensional or functional changes, or changes to other work which is required by, or are a result of, an acceptable substitution shall be the sole and complete responsibility of the Contractor and shall be made at no additional cost to the City.

The Contractor shall make no substitutions of materials or equipment without written approval of the Director of Public Works.

## **SECTION 9            DESCRIPTION OF WORK**

The project shall involve the furnishing of all labor, material, equipment, and incidentals to perform the Landscape Maintenance in the Various Subdivisions in Landscape and Lighting Maintenance Districts in accordance with the Plans and these Special Provisions. The project subdivisions are located in several areas in the City of Greenfield and the projects are as shown on the attached list and plan in Appendix "A".

The list of projects in Appendix A also includes future subdivision projects that will be added to this landscape maintenance contract as amendments to the contract as these projects complete their plant maintenance periods and are accepted by the City.

**SECTION 10            LANDSCAPE MAINTENANCE**

**SECTION 10-1        GENERAL**

**10-1.01 DEFINITIONS** - For the purpose of this contract, the following terms and wordings have definitions hereinafter specified:

- a.     Hand-Sweeping - Removal of refuse by the use of hand tools including brooms and shovels. Compensation for Hand-Sweeping shall be considered as included in other items of work.
- b.     Refuse - All deposits of dirt, rock, glass, cans, leaves, sticks, papers, or any like materials so designated by the Director of Public Works within the areas to be swept within the terms of this contract and of a size which can be practically removed by mechanical sweeping or hand-sweeping operations.
- c.     Director - Director of Public Works, or designated representative(s), City of Greenfield.

**10-1.02 DESCRIPTION OF WORK** - Landscaping maintenance at these areas shall include the following work:

**1.     Weed Control – General**

- a.     All lawn areas, planting beds, planted islands, tree wells, shrub wells, parking lots, traffic islands, curbs & gutters, sidewalks, and open space shall be kept weed free. Maximum weed population shall be three (3) weeds per one (1) square yard, and no individual weed shall have a spread exceeding six (6) inches or a height exceeding three (3) inches. Any weed exceeding this height shall be removed.
- b.     All debris resulting from weeding operations shall be removed from the project area on the same day that the weeding operation occurs.
- c.     Should the Contractor desire to use a chemical weed control program, they shall develop said program and submit in writing to the Director of Public Works within 15 days of approval of contract for review and approval. Said program shall be administered in accordance with applicable laws and practices governing the use of chemicals. Said program shall be adhered to unless written approval to change such program is granted by the Director.
- d.     Weed oils, granular pelleted or any other weed control materials shall be used only in strict conformance with Federal, State, County, and local regulations and codes. The materials must be approved by the Director.
- e.     The Contractor or the Pest Control Operator of the Contractor must have a valid "Qualified Pest Control Applicator's Certificate" and all weed control must have a written recommendation prepared by the Certified Pest Control Advisor, as required by the Pesticide Enforcement Branch of the Department of Food and Agriculture.
- f.     Any new or existing plants or soil which, in the opinion of the Director, have been damaged by applying or lack of applying weed control materials shall be replaced by the Contractor no

later than one (1) week after notice of such damage at Contractor's expense.

- g. Planter Maintenance: Complete trimming and cultivating of planters and ground cover shall be completed monthly. Weeding shall be performed regularly to avoid establishment of seedlings.

2. **Insect and Disease Control**

- a. The Contractor or the Operator must have a valid "Commercial Pest Control Operator's License," and all weed control must have a written recommendation prepared by a Certified Pest Control Advisor as required by the Agricultural and Food Department of the State of California.
- b. The spray materials shall meet all Federal, State, County, and local requirements. The spray materials must be approved by the Director.
- c. The Contractor shall use a dormant spray fungicide that controls anthracnose and other plant diseases as needed.
- d. The Contractor shall use an appropriate insecticide and fungicide spray that prevents or controls disease and insect infestations.
- e. Application of insect and disease control materials shall be within the time best suited to the eradication of the insects and diseases.
- f. Any new or existing plants or soil which, in the opinion of the Director, have been damaged by applying or lack of applying control materials shall be replaced by the Contractor within a week after notice of such damage at his expense.
- g. Scheduled spraying shall be applied twice annually to all deciduous trees and shrubs. The first spraying shall be accomplished while trees or shrubs are in full dormancy. The second spray shall be applied just as the buds start to open. Contractor's choice of specific spraying times must be approved by the Director.
- h. A program for control of insects and diseases shall be developed by the Contractor and submitted with supporting manufacturer's data and submitted in writing to the Director within 15 days of the approval of the contract for the Director's review and approval.
- i. Insect, disease and rodent control in Gabilan Creek shall be according to guidelines established in Section – Gabilan Creek Drainage System Maintenance. This area is designated as a natural open space area that encourages the return of the native flora and fauna. Therefore, no pesticides or animal control is allowed. See Appendix "A for location map.
- j. Pesticides shall be stored, transported and applied only in strict conformance with Federal, State, County, and local regulations and codes. The materials must be approved by the Director in advance of the contract.

1. Pesticides required to be posted shall have 48 hours prior notice, to the authorized City representative, for all applications. This notice shall include timing, materials, areas to be signed, and a posting removal plan which conforms to all applicable codes and regulations. Any applications within 500 feet of any school shall not be made within one hour before or one hour after school hours, as required by applicable pesticide regulations.

3. **Ground Squirrels, Gophers and Other Rodents Damage Control**

Contractor shall repair all rodent damages. All fresh mounds are to be removed and rodents irradiated within **four (4) days** by the Contractor in planted areas and **seven (7) days** in non-planted area. No rodent control pesticide applications shall be performed in the Gabilan Creek. It is designated as a natural open space area that encourages the native flora and fauna.

4. **Debris, Graffiti and Litter Removal**

a. All Areas:

1. All debris and litter shall be removed by the Contractor from all project areas within two (2) days (twice a week) of deposit. Debris and litter removal shall be disposed of immediately by Contractor.
2. Debris and litter to be removed shall include but is not limited to all debris generated by the work included in this project, paper, glass, trash, leaves, pine needles and all other forms of debris and litter from all sources including those outside the project site.
3. Contractor shall remove "graffiti" or other unsightly markings placed upon visible faces including but not limited to cinder block walls, bridge-related structures, sidewalks, the entry structure at Constitution, and any other surface within the district boundary within the next working day during the term of this contract.

5. **Removal of Dead, Damaged, or Diseased Trees and other Plant Materials**

Contractor shall remove dead, severely damaged or diseased plant material no later than **seven (7) days** after identifications. Broken tree limbs or other items that may cause hazardous conditions to the public shall be removed immediately. Safety pruning shall be ongoing to overhanging, unstable limbs across the pedestrian access areas through the Gabilan Creek Forest Areas.

6. **Staking and Guying**

- a. Newly planted trees shall be kept adequately staked at all times. Ties shall be loosened periodically to prevent girdling. A detailed drawing of the staking system to be used is included in Appendix "A," Street Tree Planting Plan.
- b. Newly planted trees shall not be left unstaked for more than **two (2)** working days, unless written permission is granted by the Director of Public Works.
- c. Trees that have reached a size and stability so as not to require staking shall be exempt from

these requirements upon the approval of the Director. Trees under the size of a standard 5-gallon size for the variety shall also be exempt from these requirements unless otherwise required by the Director.

7. **Irrigation of Plant Materials**

**NOTE: The City parks have installed irrigations systems. The subdivision planter strips do not have public irrigation systems, but are private systems installed and maintained by the individual homeowners. Any planter strips that are drying out shall be reported to the Public Works Director at first sign of lack of irrigation.**

- a. All planted areas shall be watered deeply as weather conditions require to promote normal growth and insure the health of the vegetation therein. Water for the irrigation systems shall be furnished by the City. Lawns at no time shall show a lack of fresh green color or a loss of resilience due to a lack of water.

Control watering to prevent runoff, ponding and over watering. Adjust irrigation as required due to seasonal changes and rain. A current schedule of automatic watering cycles must be provided to the Director's representative upon request.

- b. Automatic controllers shall be set to operate irrigation systems between 10:00 p.m. and 5:30 a.m., or as directed by the Director.
- c. Emergency irrigation not conforming to current recommended water conservation practices will require prior approval by the Public Works Department prior to the time, and location of the non-conforming irrigation.
- d. Contractor shall maintain all irrigation systems in a manner that shall assure correction or malfunction and allow their use in a manual or automatic condition within two (2) working days after identification of malfunction. All valve boxes, valves, vacuum breakers, hydrants, and sprinklers shall be kept clear of debris and vegetation. Contractor is responsible for cost to repair or replace irrigation systems which malfunction due to Contractor's negligence.
- e. Contractor shall be responsible for the yearly testing of all backflow preventer units as per the instruction of the water purveyor. This testing shall only be done by a Certified Backflow Preventer Tester. Copies of all test results shall be presented to the department for required record keeping purposes. Any repairs necessitated by the failure of the unit to pass the test shall be completed by the Contractor with compensation for any major ordinary costs to be billed as a separate payment item.
- f. The payment for the repair and maintenance of the irrigation systems shall be considered as included in the monthly price paid for landscape maintenance and no separate payment shall be made therefore. The prices paid shall include full compensation for furnishing all labor, materials, tools, and equipment and doing all work involved as specified. Major irrigation repairs, such as repairing control valves, controllers, vacuum breakers, and backflow preventers, shall not be considered as normal maintenance for the purpose of billing. Contractor shall obtain approval from the City before incurring expenses for major irrigation repairs. Contractor may replace any malfunctioning portion of the irrigation system with the same or a substitute type of product or operation with prior consent of the Director.

- g. Major irrigation repairs, such as replacement of defective remote control valves, major controller repairs, major backflow prevention unit repairs, extensive wiring, repairs to the irrigation mainline, or any other single major irrigation repair project which necessitates costs for materials in excess of \$100, shall not be considered as normal maintenance for the purpose of billing. Contractor shall obtain approval from the City before incurring expenses for major irrigation repairs.
- h. In the event of a malfunctioning remote control valve, the Contractor shall be responsible for manual watering by utilizing the use of a water truck or water bubble, hand bleeding remote control valves, setting out additional hoses and sprinkles, and/or hand watering as required to uniformly irrigate affected areas until said valve is repaired.

8. **Fertilizer** – The contractor shall provide **ten (10)** days advance written notice to Director of each intended application of fertilizer.

- a. Lawn and All Types of Ground Cover. Commercial fertilizer shall conform to the provisions of Section 20 of the City of Salinas, California Design Standard and Standard Specifications, 2004. Fertilizer shall be a complete fertilizer, part of the elements of which are derived from organic sources, and shall have a guaranteed analysis of

<u>Element</u>	<u>Minimum</u>
Nitrogen	16%
Phosphoric Acid	6%
Water Soluble Potash	4%

and shall be applied at such a rate to insure one pound of actual nitrogen per 1,000 square feet of area per application or as approved by the Director. Turf fertilizer shall be applied a minimum of **three (3)** times during the growing season, **two (2)** times per growing season for other planted areas to maintain healthy, vigorous growing conditions of all plants at all times.

All areas shall be well watered within the **24-hour** period after applying fertilizer. The Contractor shall notify the Director in writing of each application of fertilizer.

Water lawn immediately after fertilization to prevent damage to turf. Immediately clean any fertilizer off walks to prevent staining. Contractor will be responsible for repair of any hardscape stained by fertilizer.

Damage of grass due to improper fertilization shall be considered as “unsatisfactory work” and shall be corrected immediately to the satisfaction of the Parks Director with no additional cost to the City.

- b. Trees and Shrubs – Fertilizer tablets shall be 21-gram size with a guaranteed analysis of, or a departmentally approved equivalent product:

Nitrogen	20.00%
Phosphoric Acid	10.00%
Water Soluble Potash	5.00%
Combined Sulfur	1.60%
Iron	0.35%

And shall be applied at the following rate:

One tablet for each one-half inch of tree trunk diameter (tree trunk diameter shall be measured within six inches of ground line) or three tablets per tree, whichever is greater, inserted up to two feet deep, but not less than eight inches deep, equidistant round the drip line at the end of March of each year.

One tablet for each shrub shall be inserted up to **two feet** deep, but not less than eight inches deep, near each shrub at the end of March of each year.

9. **Pruning**

- a. **Staff** – Any personnel engaged in the pruning of City of Greenfield urban forest trees must be authorized to do so by the Director of Public Works or a designated representative. The Contractor shall provide a minimum crew size of three qualified tree trimmers. All personnel engaged in pruning operations shall do so under the supervision of an International Society of Arboriculture Certified Arborist. Prior to approval of any pruning operation, it shall be the responsibility of the Contractor to provide the City of Greenfield with proof of current ISA Arborist Certification for staff engaged in project supervision. Inspection of project work will be done by Urban Forestry Division staff members designated by the Director of Public Works.
- b. **Schedule** – No tree work shall commence before 7:30 a.m. Crews are prohibited from working beyond dusk.
- c. **Health Maintenance** – Removal of dead, diseased or hazardous limbs.
- d. **Structural** – Pruning to maintain the strength and shape.
- e. **Safety** – Prune to prevent wind damage and protect the public or adjacent property. No tree limbs shall protrude into vehicle roadways or streets below **fourteen (14)** feet from the ground and no tree limbs shall be less than **eight (8)** feet from the ground overhanging walkway. Clearance shall be as determined by the Director in all other areas.
- f. **General Pruning** – No “stubbing” cuts shall be allowed. Any deadwood shall be removed to the point of attachment. Final cuts shall be made in such a way as to retain the bark collar without leaving a stub or cutting into the collar. When removing a dead branch, pruning cuts shall be made outside the callus tissue that has begun to form around the branch. All limbs two inches in diameter or over must be precut to prevent splitting. If splitting does occur, the wound shall be traced.

- g. Crown Thinning – Pruning to thin crowns of trees shall be undertaken with the purpose of opening a tree to light, reducing weight on limbs, decreasing the wind said effect, invigoration of the growth of the tree, and to increase the overall structural stability of the tree. Thinning operations should conform to ISA Standards provided in “Attachment A.”
- h. Crown Reduction – Crown reduction shall be completed to reduce the overall height and spread of the trees. The goal of this pruning operation is to enhance the structural integrity of the trees designated for the pruning operations. No tree shall have more than one-third of the canopy removed in this pruning operation without prior approval of the Director of Public Works or the designated Urban Forestry staff representative. All crown reduction shall be performed in conformance with the ISA Pruning Standards included as Appendix A.
- i. Crown Restoration – Structural integrity shall be enhanced through crown restoration pruning. A natural appearing crown shall be developed through pruning which is done to a lateral to control the tree’s growth to wood which is securely attached to healthy wood. It is anticipated that this process is one which requires an initial pruning with additional follow-up prunings to direct and accomplish a complete crown restoration project. All crown reduction shall be performed in conformance with the ISA Pruning Standards.
- j. Clearance Pruning – Limbs growing in the direction of adjacent structures shall be pruned to minimize conflict with the structures. Lower limbs, suckers, and hanging foliage shall be raised to approximately 13 feet, six inches above the street for traffic clearance, and nine feet above sidewalks and lawns for pedestrian access. Deviation from clearance height requires approval of the Recreation Parks Director or designated Urban Forestry staff representative. Immature specimens may require an adjustment appropriate to the individual tree size and stage of growth.
- k. Miscellaneous
  - 1. Pruning sealant or paint is not required, or allowed, on pruning cuts.
  - 2. Trees which are infected with a disease shall require removal of all infected limbs to a point in the limb at least six inches below the diseased area. Any tree found to be fully infected with a disease shall be inspected by the designated Urban Forestry staff member prior to any pruning which would reduce the size of the infected tree substantially or require removal of the tree.
  - 3. Height – Prune to specific height as directed by the Director
  - 4. ✱ Hedge Trimming – All hedge and ground cover plants growing in the subject areas shall be trimmed and pruned, as required, to maintain plants in a healthy, growing condition and to maintain plant growth, within reasonable bounds as determined by the Director, and to maintain uniform height to prevent encroachment of passageways, walks and streets, and to provide adequate view of signs and vision for vehicular traffic. Dead or damaged limbs or branches shall be removed immediately and all pruning cuts shall be made cleanly with sharp pruning or hedging tools with no projections or stubs remaining. All cuttings, branches, and leaves shall be removed and disposed of before the end of the work day. Traffic signs, cones, etc., shall be used for safety purposes.

1. Site Clean-Up

1. General – Throughout all phases of the project, including suspension of work, and until final acceptance of the project, the Contractor shall keep the work site clean and free from rubbish and debris. The Contractor shall also abate dust nuisance by cleaning, sweeping, and sprinkling with water or other means as necessary. The use of water resulting in mud on public streets will not be permitted as a substitute for sweeping or other methods.
2. Disposal – All disposal of material generated from the pruning operations is the sole responsibility of the Contractor engaged in the operation. This shall include wood, foliage, and other organic material. Dust and dirt shall be kept to a minimum during the pruning process and shall be removed at the end of each day's operations or at the completion of work at individual sites prior to the Contractor leaving the site. No wood shall be left at the site of work unless prior approval of the Director of Public Works or designated representative has been obtained. The costs of disposal of all wood and other debris generated by the project is included in the cost of the project costs and shall not be declared as additional costs to the project.
- m. Signage – The Contractor shall furnish all flags and guards and supply and install all safety street signs, cones, and other facilities which are necessary to expedite the passage of public traffic through or around the work, or to prevent accident or damage or injury to the public, or to give adequate warning to traffic or to the public of any dangerous conditions to be encountered.
- n. Sound Control Requirement – The Contractor shall comply with all local sound control and noise level rules, regulations, and ordinances which apply to any work performed pursuant to the Contract.

Full compensation for conforming to the requirements of this section shall be considered as included in the prices paid for the various contract items or work involved and no additional compensation will be allowed therefor.

10. Trimming/Edging

- a. All lawns shall be trimmed and edged around irrigation systems, fire hydrants, tree wells, shrub basins, along ground cover, and curbs/sidewalks every other week from March through October and every month from November through February.
- b. Sprinkler heads should be trimmed around as necessary to provide the maximum water coverage. Removal of turf from around irrigation heads will not be permitted.
- c. Damage to sprinklers, headers, irrigation and utility boxes, and other structures shall be avoided. All damage to same shall be reported to the Director's representative and repairs made promptly.
- d. All debris generated by edging shall be removed from the project site by the end of the working day. All trimming and debris shall be raked from all planted and unplanted areas

and shall be disposed of off site by the Contractor. Costs for same are to be included in the routine maintenance fee.

- e. All ground cover shall be trimmed to the inside edge of planting areas when ground cover grows three inches outside planting areas.
- f. Trim lawn edges or tree wells with power edgers or by hand, but in no case will soil sterilents be permitted.

11. **Mowing**

- a. Ground cover plants other than lawns; e.g., ivy, hypericum, etc., shall be mowed once each year in the appropriate season to a height of three inches from ground level.
- b. Ground cover plants shall be edged along curbs and planter edges so that no more than four inches of growth extends beyond the planter areas.
- c. Lawns shall be renovated yearly by aerating and/or verti cutting. This shall be done during the spring. If required for optimum water penetration, repeat as needed. Reseed bare areas as needed.

12. **Decomposed Granite (DG) Path Maintenance**

The decomposed granite (DG) path running through parks also has specific maintenance and repair procedures. The surface of the DG paths shall be free of weeds, silt, tripping hazards, ruts, and pot holes. Repair DG paths as follows:

Decomposed granite, free of any vegetative material, shall be moisture conditioned to obtain maximum density. Patch should be finished to a smooth surface and be graded to the surrounding surface.

**SECTION 11. CONTROL OF WORK**

**SECTION 11-1. GENERAL**

- A. **Damages to Existing Facilities** – Plant materials, portions of existing structures or facilities, including irrigation systems, which are damaged or altered in any way during the performance of work in this project, shall be immediately repaired or replaced in kind by the Contractor at their expense and in a manner approved by the Director.
- B. **Emergency Call** – Contractor shall respond to emergency calls for matters covered by this contract immediately without additional cost to the City. Contractor shall furnish the department with names and phone numbers of personnel available for emergency call-out purposes.

SECTION 11.2.

PAYMENT FOR LANDSCAPE MAINTENANCE

1. Each month, the Contractor shall submit one invoice for payment with a separate breakdown for each subdivision listed in Appendix A as described in Section – “Progress Payments,” of these Special Provisions for payment for all work performed during the previous month. A separate breakdown for each subdivision is required for Lighting & Landscape Maintenance District accounting purposes. Payment shall be made on receipt of said invoice at the contract unit price per month for landscape maintenance of subject areas. Department pre-approval must be granted prior to work which ultimately shall be billed as separate payment items, except in the case of emergency repairs. If the invoice submitted by Contractor exceeds the contract unit price per month for landscape maintenance, Contractor shall also submit invoices verifying the purchase of materials, labor, and a clear description of the location of the installation(s), type of work done, and the date of the work.
  
2. The price paid per month for landscape maintenance at each area shall include full compensation for labor, tools, equipment, and materials for landscape maintenance of each area, including weed control, scheduled spraying for insect and disease control, debris and litter removal, removal of dead, damaged, or diseased plant materials, staking and guying, irrigation of plant materials, fertilizer, pruning, edging, trimming, mowing, maintenance and repair of the irrigation system. The price paid shall not include compensation for repair or irrigation systems when the system malfunctions as a result of Contractor negligence.

At the request of the Director, the Contractor shall perform such work or repairs and replacements associated with the maintenance of the area that is not covered under the basic services under the terms of this contract. Extra services shall be performed according to a quotation submitted by the Contractor, approved by the Director, or shall be done on a time and material basis. Compensation for extra work shall be made in accordance with the specified amount approved in this contract. No markup for handling fees or other fees beyond the basic labor and materials cost is allowable. The Contractor shall obtain written approval from the Director before proceeding with the work. The quotation shall show a complete breakdown of all labor and material costs.

3. Invoices for payments shall be submitted to:

City of Greenfield  
Department of Public Works  
P.O. Box 127  
Greenfield, CA 93927

Invoice shall be received within five (5) calendar days following the last day of the previous month.

4. After completion of the term of this contract and of all work called for under the contract and the value thereof, the City shall pay the entire sum so found to be due after deducting therefrom all previous payments and all amounts to be retained under the provisions of the contract. All prior partial estimates and payments shall be subject to correction in the final estimate and payment.

The final payment shall be in no way construed as an acceptance of any defective work. The Contractor agrees that the tender of the final payment by the City and acceptance thereof by the Contractor shall release the City, the Governing Body, the Director, and all other officers and employees of the City from any and all claims for liability or further payment on account of work done under the contract or alterations, additions, or reductions thereof.

**SECTION 11-3.            SCHEDULE OF WORK**

- A.     **Schedule of Work** – The Contractor’s schedule for carrying out the work as specified shall be submitted to the Director for review and approval prior to the award of the contract by the City. The schedule shall include the time, days, and areas to be maintained.
  
- B.     **The Progress and Standard of Quality of Work** – The progress and standard of quality of work to be accomplished under this contract shall be to an acceptable degree. In the event of unsatisfactory maintenance as determined by the Director, Director shall require Contractor to correct the unsatisfactory work at no additional cost to the City for expenditures incurred in making the correction.

**SECTION 11-4.            INSPECTIONS**

- A.     **Inspections** – Monthly inspections of the project site shall be scheduled by the City’s authorized representative. This site inspection shall require that both the Contractor and City representative review the progress and satisfaction of the work product and to plan any work necessary to meet the landscape maintenance. Deficiencies noted during inspections shall be fixed as soon as possible, but in no case will the same deficiency be tolerated on the next monthly inspection.
  
- B.     Should the Contractor fail to correct maintenance deficiencies within the first month of observation by the designated City staff project inspector, a payment reduction of an amount up to 25% of the total monthly maintenance fee may be withheld. In the event the Contractor fails to correct said deficiencies within the next month’s billing period, the City may then retain an additional amount, up to 35% of that month’s regular maintenance fee. Failure to correct deficiencies may result in termination of this contract.

**SECTION 11-5.            CONTRACT TERMINATION**

- A.     **Assignment** – Contractor shall under no circumstances assign this contract without the written permission of the City.
  
- B.     **Termination** – In the event any of the provisions of this contract are violated by the Contractor or deemed unsatisfactory by Director. City may terminate the contract by serving written notice upon Contractor of its intention to terminate, and unless such violation or unsatisfactory condition shall be corrected with **ten (10)** days after serving such notice, this contract shall, upon expiration of **ten (10)** days, cease and terminate. As to violations of the provisions of this contract which cannot be remedied or corrected within **ten (10)** days, said contract shall, at the option of the City, cease and terminate upon the giving of like notice. In the event of either such terminations, City may take over the work and prosecute the same to completion by contract or otherwise at the expense of Contractor.
  
- C.     **City’s Additional Remedy** – If Contractor should neglect to prosecute the work properly or fail to perform any provisions of this contract, City after **three (3)** days written notice to Contractor shall, without prejudice to any other remedy it may have, make good such deficiencies, and may deduct the cost provided. However, the Director shall approve such action and certify the amount to be charged to Contractor.

D. **Cancellation** – Either party, at its discretion, shall have the right to terminate at any time by giving a **three (3)** month written notice to the other party.

**SECTION 11-6. COMPLAINTS**

Complaints regarding the maintenance operations, which the Director considers justifiable and the responsibility of the Contractor, shall be referred to the Contractor for immediate attention. A report of the action taken on each complaint shall be submitted to the Director on a standard complaint form by the Contractor within **twenty-four (24)** hours.

**Appendix A**

## Description of Landscape Maintenance Areas

### Project Site 1 – Lexington Square Subdivision

- ◉ Street landscape planter strips
- ◉ Center open space landscaping
- ◉ Alley landscape strips
- ◉ Percolation pond landscaping

### Project Site 2– Traditions Subdivision

- ◉ Street landscape planter strips
- ◉ Center open space landscaping
- ◉ Alley landscape strips
- ◉ Open space adjacent to 2<sup>nd</sup> Street
- ◉ Percolation pond landscaping

### Project Site 3 – La Vina Subdivision – Phases 1 & 3

- ◉ Street landscape planter strips
- ◉ Interior open space landscaping
- ◉ Open space adjacent to 2<sup>nd</sup> Street
- ◉ Park landscaping
- ◉ Percolation pond landscaping

### Project Site 4 – Terre Verde Subdivision

- ◉ Street landscape planter strips
- ◉ Park landscaping

### Project Site 5A – St. Charles Place Subdivision, Phases 1 – 3

- ◉ Village Green Plaza landscaping
  - El Camino Real median island landscaping

**Future Landscape Maintenance Areas still under construction include:**

**Project Site 5B – St. Charles Place Subdivision, Phases 1 – 3**

- Street landscape planter strips
- Center island landscaping (3)
- Alley landscape strips.
- Percolation pond landscaping
- Park landscaping

**Project Site 6 – Las Manzanitas Subdivision**

- Street landscape planter strips
- Percolation pond landscaping

**Project Site 7 – Mariposa Subdivision**

- Street landscape planter strips
- Center open space landscaping
- Percolation pond landscaping (joint pond)

**Project Site 8 – Vineyard Green Subdivision**

- Street landscape planter strips
- Percolation pond landscaping (joint pond)

**Project Site 9 – Vista Verde Subdivision, Phases 1 & 2**

- Street landscape planter strips
- Percolation pond landscaping

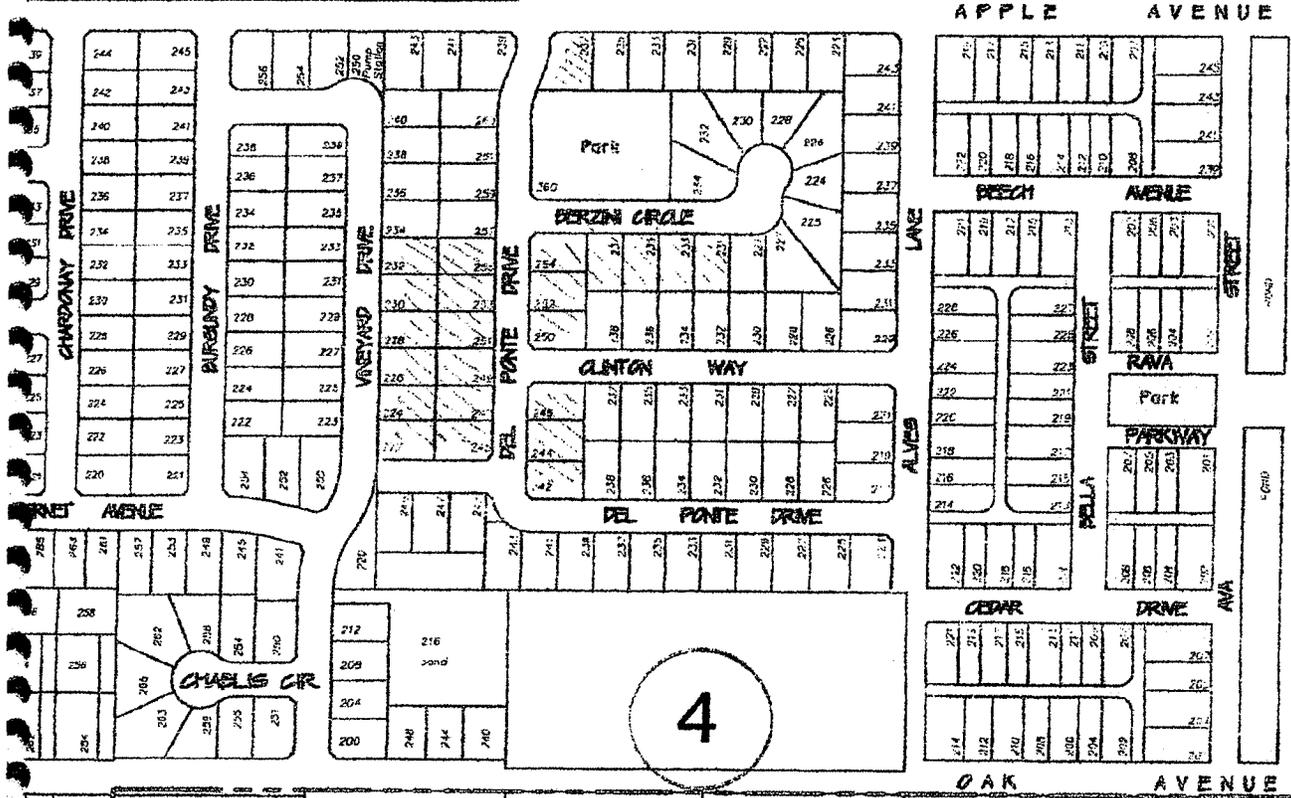
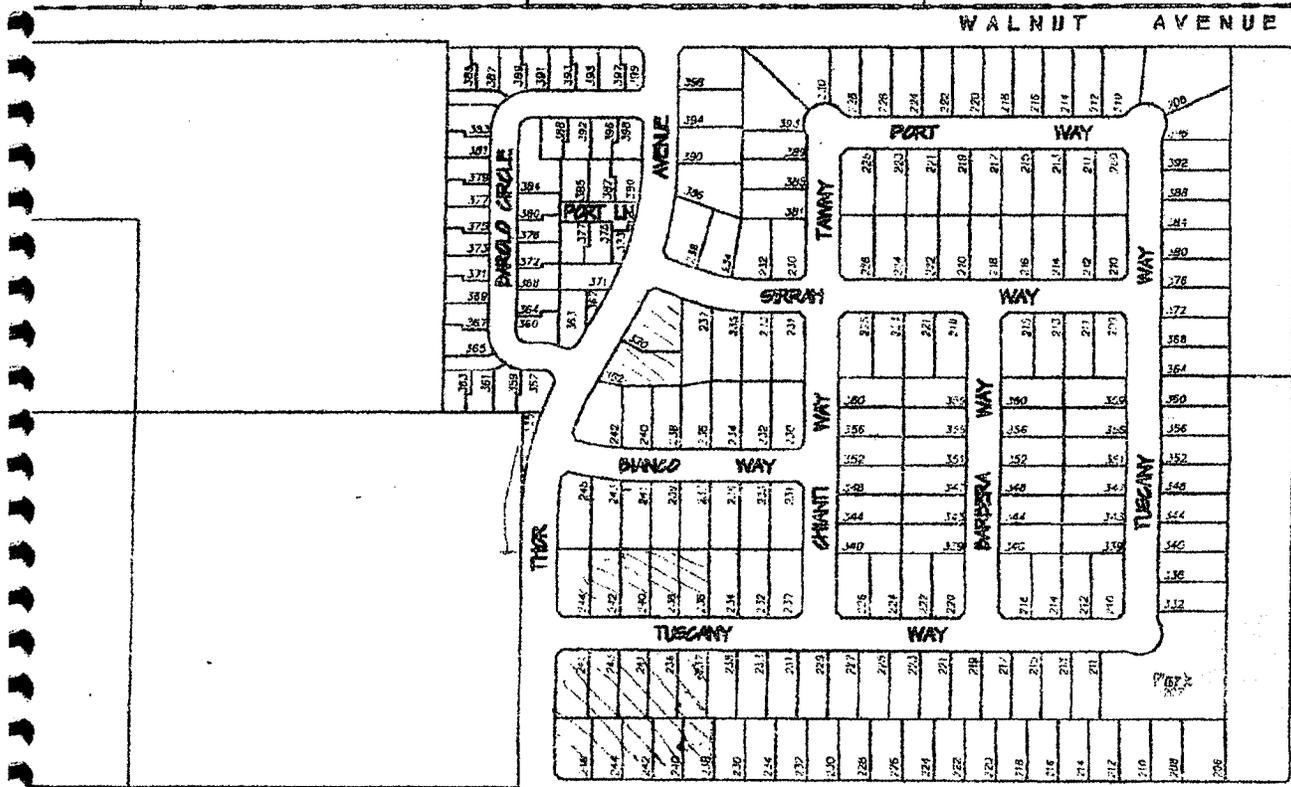
**Project Site 10 – Magnolia Place Subdivision**

- Street landscape planter strips
- Percolation pond landscaping
- Park landscaping

**Project Site 11 – Cambria Subdivision**

- Street landscape planter strips
- Center island landscaping
- Percolation pond landscaping
- Park (open space) landscaping

3



2

5

EL CAMINO REAL

ELM AVENUE

ST. CHARLES PLACE

FUERTA

ST. SYREY STREET

AVENUE

FLORENZA STREET

MORENO

ST. CHRISTOPHER

LANE

VASSLET

ME

TYLER

TYLER

TENEVUE AVE

NEILLMAN

ST. SYREY STREET

11/30/05

Park

2065

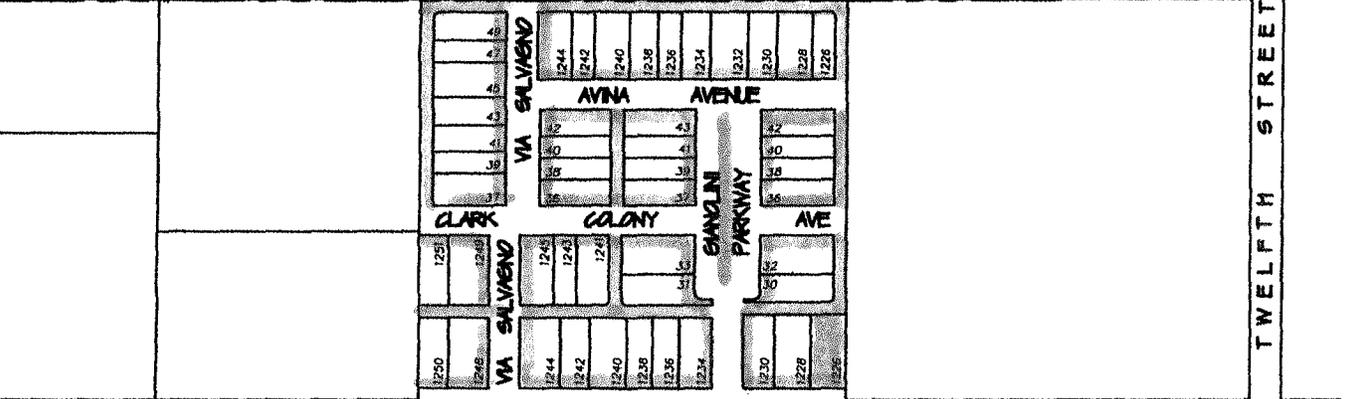
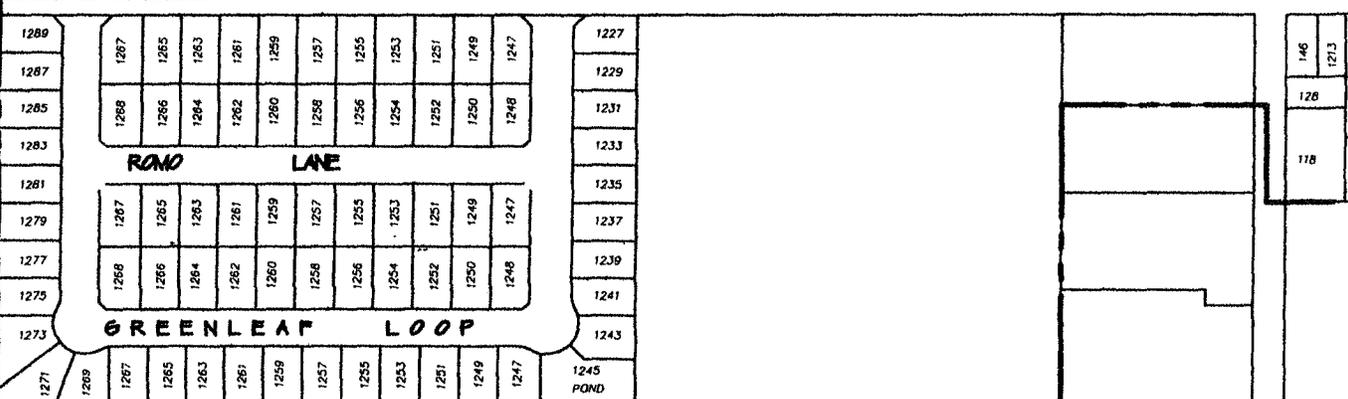
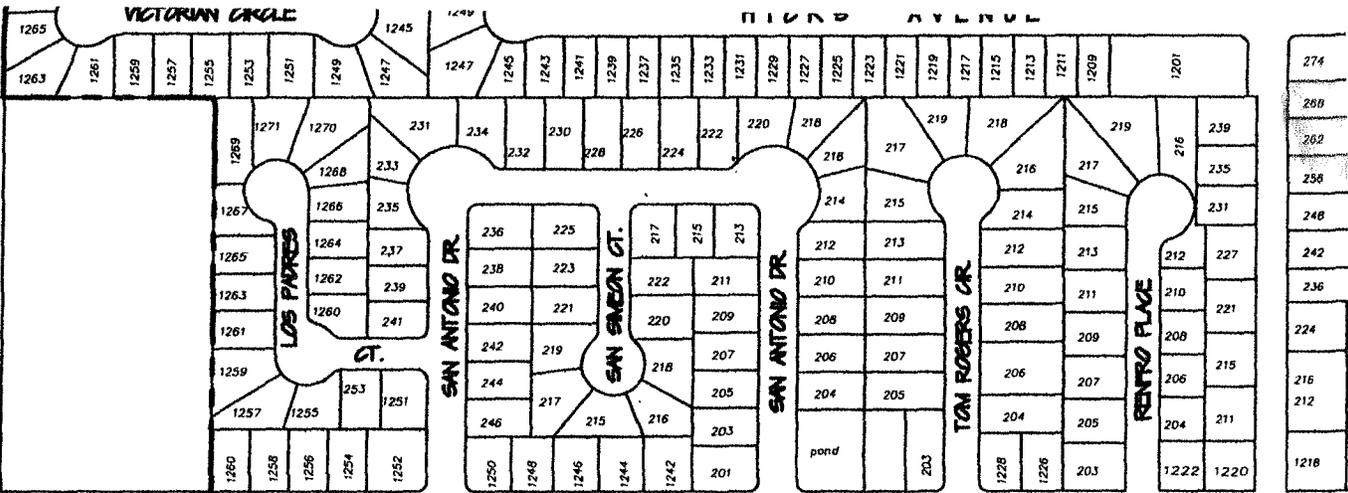
2025

601

706

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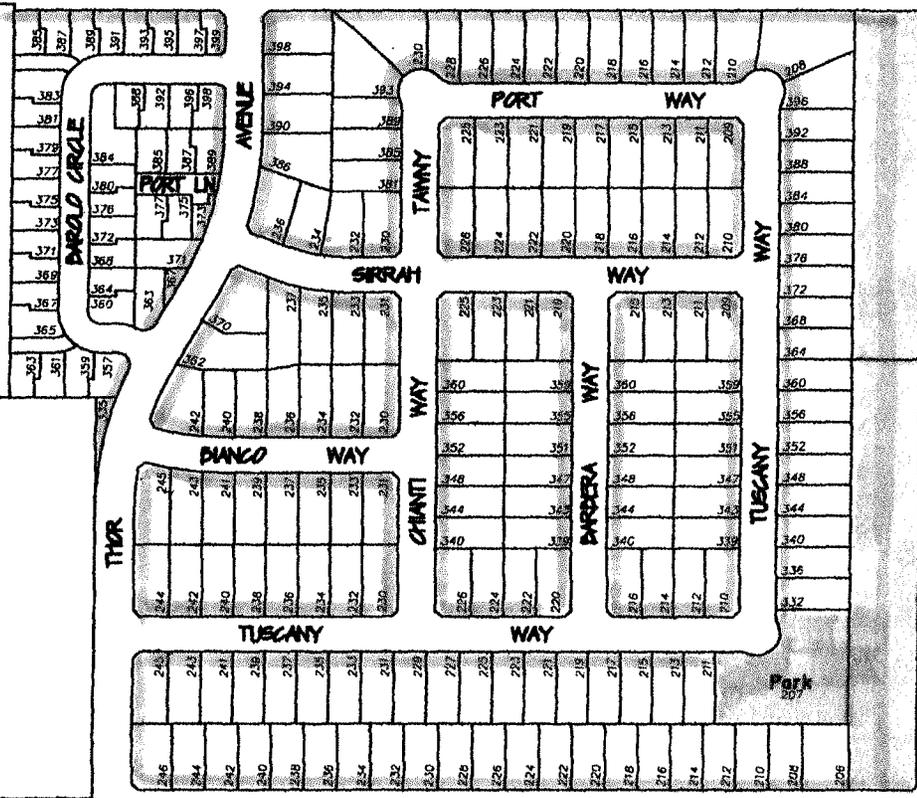
506



1

3

WALNUT AVENUE



APPLE AVENUE



4

OAK AVENUE

2  
Travite

846 706 708 500

ELM AVENUE

EL CAMINO REAL

ST. CHARLES PLACE

HERTA

STREET

HERTA STREET

AVENUE

ST CHRISTOPHER

LANE

MORENO

VASQUEZ

AVE

TYLER

ST.

AVENUE

TENEQUE

AVE

MATTHEW

STREET

5

Park

2005

2025

801



ELM

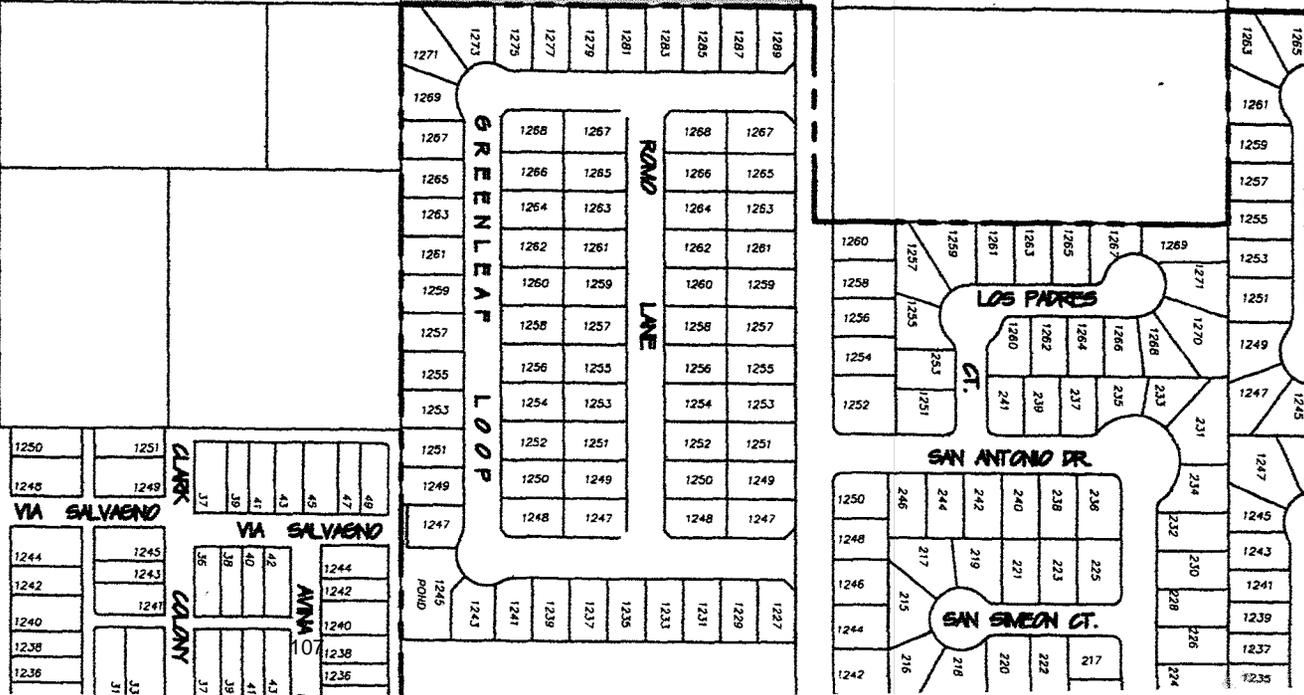
AVENUE

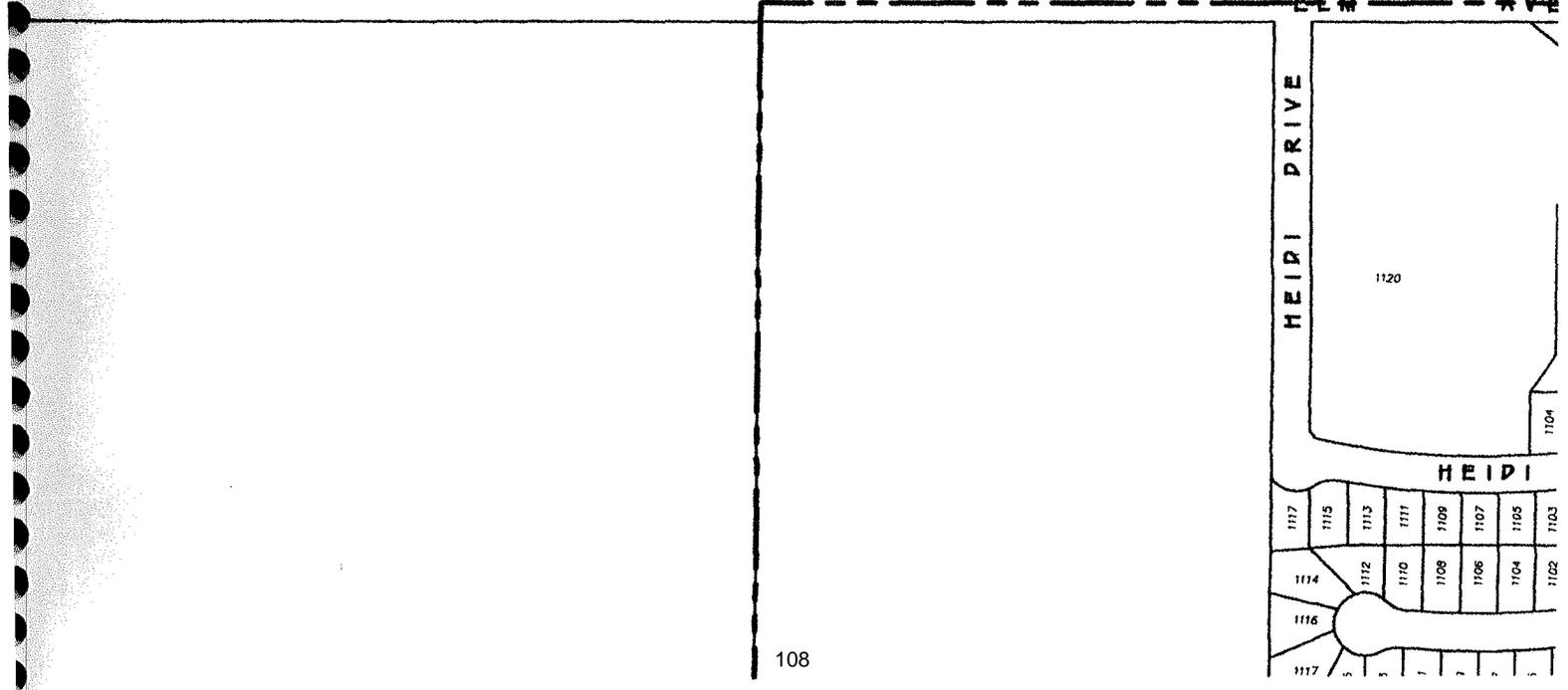
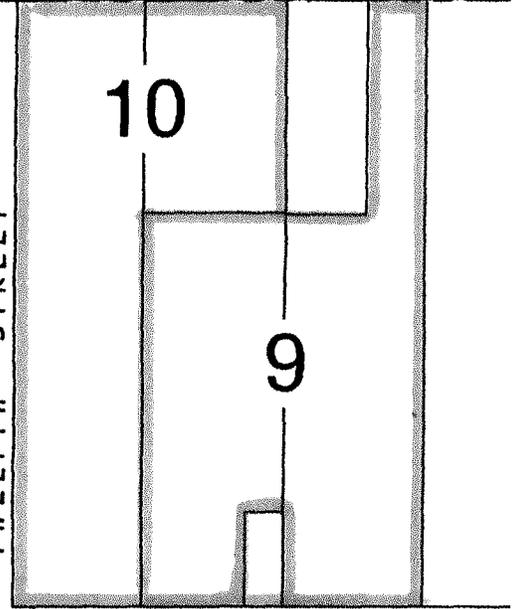
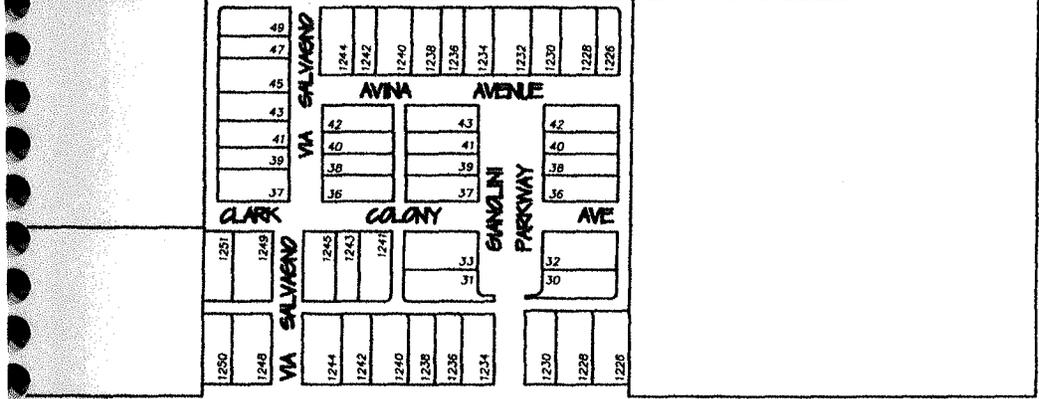
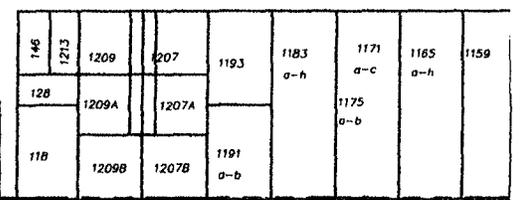
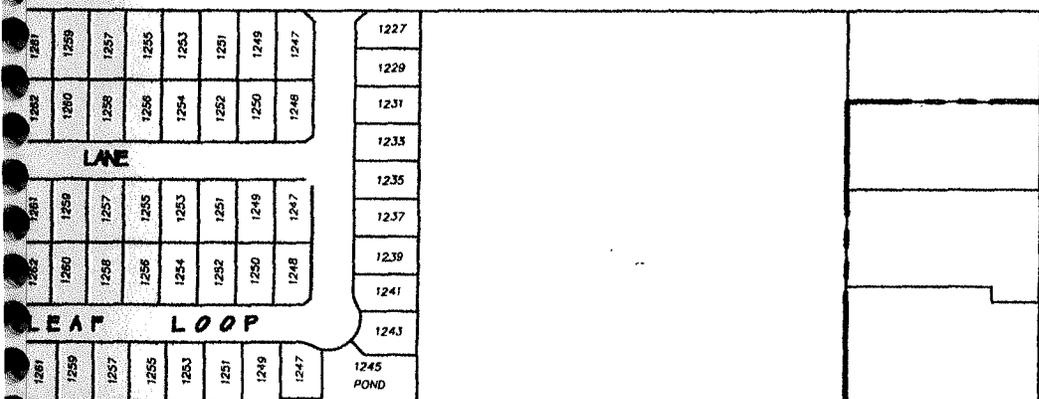
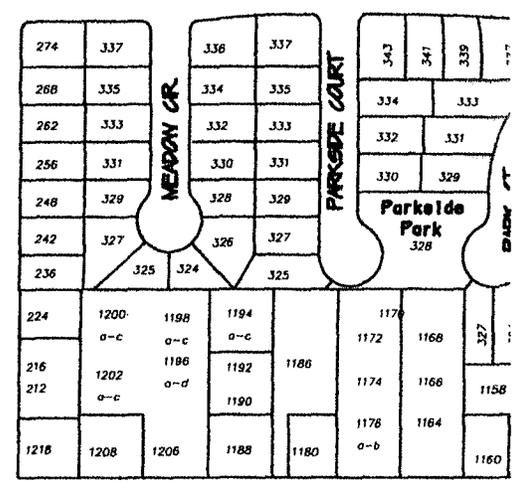
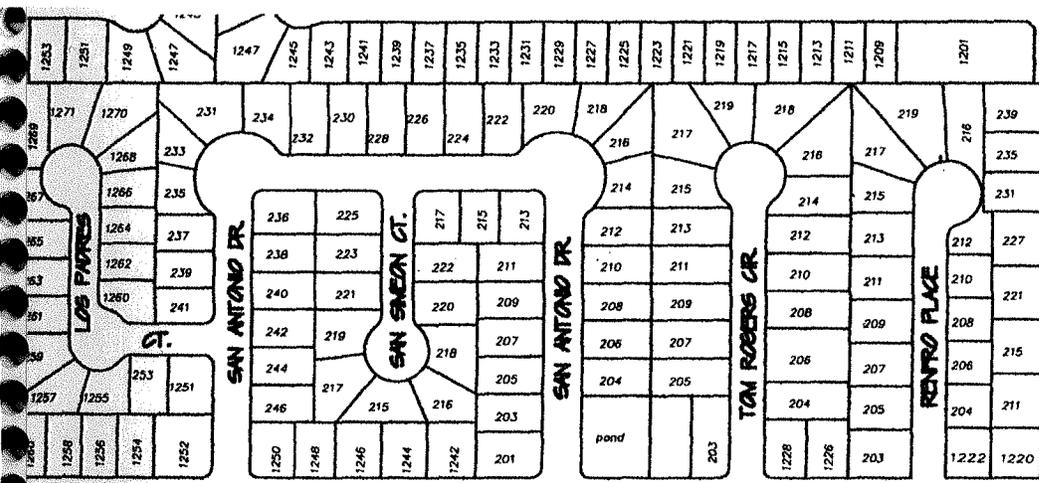
THIRTEENTH STREET

OAK

AVENUE

8







# Edwards & Associates

Park and Playground Equipment  
Post Office Box 909  
Carmel Valley, CA 93924

March 28, 2014

## **SUMMARY QUOTATION** **Play Equipment Parts with Installation**

TO: City of Greenfield  
45 El Camino Real  
Greenfield, CA 93927

<b><u>DESCRIPTION</u></b>	<b><u>COST</u></b>
Provide and Install parts for Fifth Street Park Per listing on Quotation #51142094	\$ 6,904.33
Provide and Install parts for Parkside Park Per listing on Quotation #51142095	\$ 1,631.43
Provide and Install parts for Vintage Park Per listing on Quotation #51142096	\$ 6,904.54
Provide and Install parts for Apricot Park Per listing on Quotation #51142097	\$ 2,018.98
Provide and Install parts for Tuscany Park Per listing on Quotation #51142098	\$ 1,667.94
Provide and Install parts for Primavera Park Per listing on Quotation #51142102	\$ 2,438.48
Provide and Install parts for Barolo Park Per listing on Quotation #51142100	\$ <u>17.96</u>
<b>TOTAL</b>	<b>\$ 21,583.66</b>

Pricing is good through November 2014.  
You will be invoiced for the above materials and services by Edwards & Associates.

Please call with any questions.  
Thank you for the opportunity to provide this quotation.

Representing Miracle Recreation Equipment Company ♦ HAGS USA ♦ NEXUS ♦ Sof Solutions Safety Surfacing  
SpectraTurf Resilient Rubber Safety Surfacing ♦ Litchfield Industries Site Amenities ♦ Paris Site Amenities ♦ SportRock Climbing Rocks

Phone: 800.303.7529 ♦ Office: 831.659.7212 ♦ Fax: 831.659.7226 ♦ email: edwardsmiracle@aol.com



## Equipment Quotation

### Sales Representative

EDWARDS & ASSOCIATES  
 POST OFFICE BOX 909  
 CARMEL VALLEY, CA 93924  
 Phone: (831) 659-7212 Fax: (831) 659-7226

**Quote Number:** 51142094  
**Quote Date:** 03/27/2014  
**Customer Number:** 9392B07  
**Terms of Sale:** Net 30  
**Customer Class:** 1. Parks & Rec  
**Shipping Method:** Miracle  
**Freight Terms:** Prepaid  
**Approximate Ship Date:** ASAP  
**Cust PO Num:**

### PO Remittance (if other than Sales Representative):

**Prepared For:** CITY OF GREENFIELD  
 45 EL CAMINO REAL  
 GREENFIELD, CA 93927

**Location:** CITY OF GREENFIELD  
 920 WALNUT AVENUE  
 GREENFIELD, CA 93927

**Payment Remittance:** Miracle Recreation Equipment Company  
 8445 Solution Center, Chicago, IL 60677-8004

**Payment/Accounting Contact:** MIKE SNOWDEN (831) 674-2635  
 FAX: (831) 674-3259

**Shipping/Delivery Contact:** MIKE SNOWDEN (831) 674-2635

Quantity	Item Number	Description	Price Each	Price Total
1	7147142	FIRE TRUCK PANEL W/WHEEL	\$929.00	\$929.00
1	7147613	GEAR PANEL	\$1,709.00	\$1,709.00
1	984351P	DECK, KC SQUARE FPS	\$350.00	\$350.00
1	713266	PARTS CARTON 714502 *	\$40.00	\$40.00
1	986130P	BUMP & GLIDE SLIDE BEDWAY 5' DECK KC	\$893.00	\$893.00
1	987237P	SUSPENSION BRIDGE BOARD M'THERM II	\$199.00	\$199.00
8	104508	1/2-13 X 3" BUTTON HEAD BOLT	\$5.36	\$42.88
8	110061	1/2-13 HEX HEAD NYLOK NUT	\$0.86	\$6.88
16	117020	1/2" FLAT WASHER	\$0.23	\$3.68
8	986202	SPACER FOR SUSP BRIDGE, 13/16" LG (NEW STYLE)	\$1.71	\$13.68

**Color List:**  
 System: KC  
 MIRALENE PANELS = Dark Blue-Yellow-Dark Blue; POST = Red  
 PVC = Royal Blue; ACCENTS = Yellow

**Equipment Total:** \$4,187.12  
**Freight:** \$461.30  
**Installation:** \$1,900.00  
**SubTotal:** \$6,548.42  
**Tax:** \$355.91  
**Grand Total:** \$6,904.33

System: PA Item Number: 986130P Quantity: 1

**Special Colors:**  
 984351P: ROYAL BLUE  
 987237P: ROYAL BLUE  
 986130P: KELLY GREEN

**Notes:**  
FOR FIFTH STREET PARK. THE ABOVE QUOTE INCLUDES THE COST OF PARTS, FREIGHT, INSTALLATION AND TAX ONLY. PRICING IS GOOD THROUGH NOVEMBER 2014.

*I hereby authorize Miracle Recreation Equipment Company to ship the equipment listed above for which I agree to pay the total amount specified. I will be responsible for receiving all merchandise from the Miracle truck. Payment terms are Net-30 days from invoice date with approved credit. Non-taxable customers will provide proper tax exemption certificate to Miracle Recreation. Purchase orders and payments should be made payable to the order of Miracle Recreation Equipment Company.*

---

**Accepted By**

**Printed Name**

**Date**

*Thank you for the opportunity to provide this quote!*



## Equipment Quotation

**Sales Representative**

EDWARDS & ASSOCIATES  
 POST OFFICE BOX 909  
 CARMEL VALLEY, CA 93924  
 Phone: (831) 659-7212 Fax: (831) 659-7226

**Quote Number:** 51142095  
**Quote Date:** 03/27/2014  
**Customer Number:** 9392B07  
**Terms of Sale:** Net 30  
**Customer Class:** 1. Parks & Rec  
**Shipping Method:** Miracle  
**Freight Terms:** Prepaid  
**Approximate Ship Date:** ASAP  
**Cust PO Num:**

**PO Remittance (if other than Sales Representative):**

**Prepared For:** CITY OF GREENFIELD  
 45 EL CAMINO REAL  
 GREENFIELD, CA 93927

**Location:** CITY OF GREENFIELD  
 920 WALNUT AVENUE  
 GREENFIELD, CA 93927

**Payment Remittance:** Miracle Recreation Equipment Company  
 8445 Solution Center, Chicago, IL 60677-8004

**Payment/Accounting Contact:** MIKE SNOWDEN (831) 674-2635  
 FAX: (831) 674-3259

**Shipping/Delivery Contact:** MIKE SNOWDEN (831) 674-2635

Quantity	Item Number	Description	Price Each	Price Total
2	104467	7/16 X 2" BHD	\$1.00	\$2.00
1	111253	FUN FONE PLASTIC TUBING, 50'	\$166.00	\$166.00
2	984429ZP	CLEVIS SWING HANGAR ZINC PLATED (DIRECT)	\$10.00	\$20.00
1	989857P	TENSILE TOUGH LINK, CURVED CL	\$21.00	\$21.00
1	2840	SWG PART SLASH PROOF SEAT W/CHAIN (8' TR)	\$101.00	\$101.00
2	988204	SWG PART CLEVIS W/BOLT FOR TENSILE TOUGH	\$9.45	\$18.90
2	988204	SWG PART CLEVIS W/BOLT FOR TENSILE TOUGH	\$9.45	\$18.90
1	982177P	ARCH ENCLOSRE FOR CLIMBER TC	\$293.00	\$293.00

**Equipment Total:** \$640.80  
**Freight:** \$211.16  
**Installation:** \$725.00  
**SubTotal:** \$1,576.96  
**Tax:** \$54.47  
**Grand Total:** \$1,631.43

**Special Colors:**

989857P - ROYAL BLUE  
 982177P = RED

**Notes:**

FOR PARKSIDE PARK. THE ABOVE QUOTE INCLUDES THE COST OF PARTS, FREIGHT, INSTALLATION AND TAX ON;Y. PRICING IS GOOD THROUGH NOVEMBER 2014.

*I hereby authorize Miracle Recreation Equipment Company to ship the equipment listed above for which I agree to pay the total amount specified. I will be responsible for receiving all merchandise from the Miracle truck. Payment terms are Net-30 days from invoice date with approved credit. Non-taxable customers will provide proper tax exemption certificate to Miracle Recreation. Purchase orders and payments should be made payable to the order of Miracle Recreation Equipment Company.*

---

**Accepted By**

**Printed Name**

**Date**

*Thank you for the opportunity to provide this quote!*



## Equipment Quotation

### Sales Representative

EDWARDS & ASSOCIATES  
 POST OFFICE BOX 909  
 CARMEL VALLEY, CA 93924  
 Phone: (831) 659-7212 Fax: (831) 659-7226

**Quote Number:** 51142096  
**Quote Date:** 03/27/2014  
**Customer Number:** 9392B07  
**Terms of Sale:** Net 30  
**Customer Class:** 1. Parks & Rec  
**Shipping Method:** Miracle  
**Freight Terms:** Prepaid  
**Approximate Ship Date:** ASAP  
**Cust PO Num:**

### PO Remittance (if other than Sales Representative):

**Prepared** CITY OF GREENFIELD  
**For:** 45 EL CAMINO REAL  
 GREENFIELD, CA 93927

**Location:** CITY OF GREENFIELD  
 920 WALNUT AVENUE  
 GREENFIELD, CA 93927

**Payment** Miracle Recreation Equipment Company  
**Remittance:** 8445 Solution Center, Chicago, IL 60677-8004

**Payment/** MIKE SNOWDEN (831) 674-2635  
**Accounting**  
**Contact:** FAX: (831) 674-3259

**Shipping/** MIKE SNOWDEN (831) 674-2635  
**Delivery**  
**Contact:**

Quantity	Item Number	Description	Price Each	Price Total
1	7148522S	5" OD ARCH SWG FRAME W/2 S/P SEATS MC	\$2,355.00	\$2,355.00
1	7148522TX	5" OD ARCH SWG FRAME EXT W/2 360 DEG SEATS MC	\$1,385.00	\$1,385.00

#### Color List:

System: SWG Item Number: 7148522S Quantity: 1  
 POST = Red; SWING SEAT = Yellow; TOP RAIL = Red

System: SWG Item Number: 7148522TX Quantity: 1  
 POST = Red; SWING TOT SEAT = Yellow; TOP RAIL = Red

**Equipment Total:** \$3,740.00  
**Freight:** \$661.64  
**Installation:** \$2,185.00  
**SubTotal:** \$6,586.64  
**Tax:** \$317.90  
**Grand Total:** \$6,904.54

**Notes:**  
 FOR VINTAGE PARK. THE ABOVE QUOTE INCLUDES THE COST OF EQUIPMENT, FREIGHT, INSTALLATION AND TAX. INSTALLATION INCLUDES REMOVAL OF EXISTING GALVANIZED SWING AND REALIGNMENT OF CHINNING BAR. PRICING IS GOOD THROUGH NOVEMBER 2014.

*I hereby authorize Miracle Recreation Equipment Company to ship the equipment listed above for which I agree to pay the total amount specified. I will be responsible for receiving all merchandise from the Miracle truck. Payment terms are Net-30 days from invoice date with approved credit. Non-taxable customers will provide proper tax exemption certificate to Miracle Recreation. Purchase orders and payments should be made payable to the order of Miracle Recreation Equipment Company.*

---

**Accepted By**

**Printed Name**

**Date**

*Thank you for the opportunity to provide this quote!*



## Equipment Quotation

**Sales Representative**

EDWARDS & ASSOCIATES  
 POST OFFICE BOX 909  
 CARMEL VALLEY, CA 93924  
 Phone: (831) 659-7212 Fax: (831) 659-7226

**Quote Number:** 51142097  
**Quote Date:** 03/27/2014  
**Customer Number:** 9392B07  
**Terms of Sale:** Net 30  
**Customer Class:** 1. Parks & Rec  
**Shipping Method:** UPS  
**Freight Terms:** Prepaid  
**Approximate Ship Date:** ASAP  
**Cust PO Num:**

**PO Remittance (if other than Sales Representative):**

**Prepared For:** CITY OF GREENFIELD  
 45 EL CAMINO REAL  
 GREENFIELD, CA 93927

**Location:** CITY OF GREENFIELD  
 920 WALNUT AVENUE  
 GREENFIELD, CA 93927

**Payment Remittance:** Miracle Recreation Equipment Company  
 8445 Solution Center, Chicago, IL 60677-8004

**Payment/Accounting Contact:** MIKE SNOWDEN (831) 674-2635  
 FAX: (831) 674-3259

**Shipping/Delivery Contact:** MIKE SNOWDEN (831) 674-2635

Quantity	Item Number	Description	Price Each	Price Total
1	988432P	NOODLE CLIMBER ASSEMBLY, 6'6" DECK	\$1,460.00	\$1,460.00

**Color List:**  
 System: KC

**Equipment Total:** \$1,460.00  
**Freight:** \$54.88  
**Installation:** \$380.00  


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**SubTotal:** \$1,894.88  
**Tax:** \$124.10  
**Grand Total:** \$2,018.98

**Special Colors:**  
 988432P - ROYAL BLUE

**Notes:**  
 FOR APRICOT PARK. THE ABOVE QUOTE INCLUDES THE COST OF PARTS, FREIGHT, INSTALLATION AND TAX.  
 PRICING IS GOOD THROUGH NOVEMBER 2014.

*I hereby authorize Miracle Recreation Equipment Company to ship the equipment listed above for which I agree to pay the total amount specified. I will be responsible for receiving all merchandise from the Miracle truck. Payment terms are Net-30 days from invoice date with approved credit. Non-taxable customers will provide proper tax exemption certificate to Miracle Recreation. Purchase orders and payments should be made payable to the order of Miracle Recreation Equipment Company.*

Accepted By

Printed Name

Date

*Thank you for the opportunity to provide this quote!*



## Equipment Quotation

### Sales Representative

EDWARDS & ASSOCIATES  
 POST OFFICE BOX 909  
 CARMEL VALLEY, CA 93924  
 Phone: (831) 659-7212 Fax: (831) 659-7226

**Quote Number:** 51142098  
**Quote Date:** 03/27/2014  
**Customer Number:** 9392B07  
**Terms of Sale:** Net 30  
**Customer Class:** 1. Parks & Rec  
**Shipping Method:** Miracle  
**Freight Terms:** Prepaid  
**Approximate Ship Date:** ASAP  
**Cust PO Num:**

### PO Remittance (if other than Sales Representative):

**Prepared** CITY OF GREENFIELD  
**For:** 45 EL CAMINO REAL  
 GREENFIELD, CA 93927

**Location:** CITY OF GREENFIELD  
 920 WALNUT AVENUE  
 GREENFIELD, CA 93927

**Payment** Miracle Recreation Equipment Company  
**Remittance:** 8445 Solution Center, Chicago, IL 60677-8004

**Payment/Accounting Contact:** MIKE SNOWDEN (831) 674-2635  
 FAX: (831) 674-3259

**Shipping/Delivery Contact:** MIKE SNOWDEN (831) 674-2635

Quantity	Item Number	Description	Price Each	Price Total
1	987534P	END LADDER - CAMELBACK CLIMBER *	\$421.00	\$421.00
			<b>Equipment Total:</b>	\$421.00
			<b>Freight:</b>	\$211.16
			<b>Installation:</b>	\$1,000.00
			<b>SubTotal:</b>	\$1,632.16
			<b>Tax:</b>	\$35.78
			<b>Grand Total:</b>	\$1,667.94

**Special Colors:**  
 987534P - YELLOW

**Notes:**  
 FOR TUSCANY PARK. THE ABOVE QUOTE INCLUDES THE COST OF THE REPLACEMENT CLIMBER PART, FREIGHT, INSTALLATION AND TAX. INSTALLATION INCLUDES REMOVE AND REINSTALL SPRING RIDER TO CORRECT DEPTH. INSTALLATION ALSO INCLUDES REMOVAL OF NAIL FROM SLIDE IN PRIMAVERA PARK. PRICING IS GOOD THROUGH NOVEMBER 2014.

*I hereby authorize Miracle Recreation Equipment Company to ship the equipment listed above for which I agree to pay the total amount specified. I will be responsible for receiving all merchandise from the Miracle truck. Payment terms are Net-30 days from invoice date with approved credit. Non-taxable customers will provide proper tax exemption certificate to Miracle Recreation. Purchase orders and payments should be made payable to the order of Miracle Recreation Equipment Company.*

Accepted By

Printed Name

Date

*Thank you for the opportunity to provide this quote!*



## Equipment Quotation

### Sales Representative

EDWARDS & ASSOCIATES  
 POST OFFICE BOX 909  
 CARMEL VALLEY, CA 93924  
 Phone: (831) 659-7212 Fax: (831) 659-7226

**Quote Number:** 51142101  
**Quote Date:** 03/28/2014  
**Customer Number:** 9392B07  
**Terms of Sale:** Net 30  
**Customer Class:** 1. Parks & Rec  
**Shipping Method:** Miracle  
**Freight Terms:** Prepaid  
**Approximate Ship Date:** ASAP  
**Cust PO Num:**

### PO Remittance (if other than Sales Representative):

**Prepared For:** CITY OF GREENFIELD  
 45 EL CAMINO REAL  
 GREENFIELD, CA 93927

**Location:** CITY OF GREENFIELD  
 920 WALNUT AVENUE  
 GREENFIELD, CA 93927

**Payment Remittance:** Miracle Recreation Equipment Company  
 8445 Solution Center, Chicago, IL 60677-8004

**Payment/Accounting Contact:** MIKE SNOWDEN (831) 674-2635  
 FAX: (831) 674-3259

**Shipping/Delivery Contact:** MIKE SNOWDEN (831) 674-2635

Quantity	Item Number	Description	Price Each	Price Total
1	7146385	GROOVE II SLIDE (5' DECK)	\$1,432.00	\$1,432.00

**Color List:**  
 System: KC  
 ACCENTS = Orange; SLIDE = Yellow; POST = Kelly Green

**Equipment Total:** \$1,432.00  
**Freight:** \$234.76  
**Installation:** \$650.00  
**SubTotal:** \$2,316.76  
**Tax:** \$121.72  
**Grand Total:** \$2,438.48

**Notes:**  
 FOR PRIMAVERA PARK. THE ABOVE QUOTE INCLUDES THE COST TO REPLACE THE DAMAGED SLIDE, FREIGHT, INSTALLATION AND TAX. PRICING IS GOOD THROUGH NOVEMBER 2014.

*I hereby authorize Miracle Recreation Equipment Company to ship the equipment listed above for which I agree to pay the total amount specified. I will be responsible for receiving all merchandise from the Miracle truck. Payment terms are Net-30 days from invoice date with approved credit. Non-taxable customers will provide proper tax exemption certificate to Miracle Recreation. Purchase orders and payments should be made payable to the order of Miracle Recreation Equipment Company.*

Accepted By

Printed Name

Date

Rep #: 51

Order #: 51142101

Page 1 of 2

*Thank you for the opportunity to provide this quote!*



## Equipment Quotation

**Sales Representative**

EDWARDS & ASSOCIATES  
 POST OFFICE BOX 909  
 CARMEL VALLEY, CA 93924  
 Phone: (831) 659-7212 Fax: (831) 659-7226

**Quote Number:** 51142100  
**Quote Date:** 03/27/2014  
**Customer Number:** 9392B07  
**Terms of Sale:** Net 30  
**Customer Class:** 1. Parks & Rec  
**Shipping Method:** UPS  
**Freight Terms:** Prepaid  
**Approximate Ship Date:** ASAP  
**Cust PO Num:**

**PO Remittance (if other than Sales Representative):**

**Prepared For:** CITY OF GREENFIELD  
 45 EL CAMINO REAL  
 GREENFIELD, CA 93927

**Location:** CITY OF GREENFIELD  
 920 WALNUT AVENUE  
 GREENFIELD, CA 93927

**Payment Remittance:** Miracle Recreation Equipment Company  
 8445 Solution Center, Chicago, IL 60677-8004

**Payment/Accounting Contact:** MIKE SNOWDEN (831) 674-2635  
 FAX: (831) 674-3259

**Shipping/Delivery Contact:** MIKE SNOWDEN (831) 674-2635

Quantity	Item Number	Description	Price Each	Price Total
1	988204	SWG PART CLEVIS W/BOLT FOR TENSILE TOUGH	\$9.45	\$9.45
			<b>Equipment Total:</b>	\$9.45
			<b>Freight:</b>	\$7.71
			<b>SubTotal:</b>	\$17.16
			<b>Tax:</b>	\$0.80
			<b>Grand Total:</b>	\$17.96

**Notes:**  
 FOR BAROLO PARK. THE ABOVE QUOTE INCLUDES THE COST OF THE NEEDED PART, FREIGHT AND TAX. THERE IS NO CHARGE FOR INSTALLATION. PRICING IS GOOD THROUGH NOVEMBER 2014.

*I hereby authorize Miracle Recreation Equipment Company to ship the equipment listed above for which I agree to pay the total amount specified. I will be responsible for receiving all merchandise from the Miracle truck. Payment terms are Net-30 days from invoice date with approved credit. Non-taxable customers will provide proper tax exemption certificate to Miracle Recreation. Purchase orders and payments should be made payable to the order of Miracle Recreation Equipment Company.*

Accepted By

Printed Name

Date

*Thank you for the opportunity to provide this quote!*



# Edwards & Associates

Park and Playground Equipment  
Post Office Box 909  
Carmel Valley, CA 93924

March 27, 2014

## SOF'FALL® QUOTATION

TO: City of Greenfield  
C/O Mike Snowden  
Via Email

SHIP TO: Various – See Below

<b><u>DESCRIPTION</u></b>	<b><u>COST</u></b>
Tyler Park: Provide & Install 85 CY Wood Fiber	\$ 3,230.00
Primavera Park: Provide and Install 70 CY Wood Fiber	\$ 2,660.00
Apricot Park: Provide & Install 150 CY Wood Fiber	\$ 5,700.00
Baywood Park: Provide & Install 175 CY Wood Fiber	\$ 6,650.00
Barolo Park: Provide & Install 30 CY Wood Fiber	\$ 1,140.00
Patriot Park: Provide & Install 50 CY Wood Fiber	\$ 1,900.00
Fifth Street Park: Provide & Install 50 CY Wood Fiber	\$ 1,900.00
Parkside Park: Provide & Install 125 CY Wood Fiber	\$ 4,750.00
Tuscany Park: Provide & Install 90 CY Wood Fiber	\$ 3,420.00
Vintage Park: Provide & Install 160 CY Wood Fiber	\$ 6,080.00
Multiple Drop Charges	<u>\$ 600.00</u>
<b>TOTAL OF QUOTE</b>	<b>\$ 37,830.00</b>

Pricing includes materials, freight, installation and tax.  
Quotation is good through August 2014.

Please call with any questions.  
Thank you for the opportunity to provide this quotation.

Representing Miracle Recreation Equipment Company ♦ PLYZICS ♦ HAGS USA ♦ Sof Solutions Safety Surfacing  
SpectraTurf Resilient Rubber Safety Surfacing ♦ Dog-On-It Parks ♦ Nature's Choice Rocks and Ropes ♦ Sun Shades

Phone: 800.303.7529 ♦ Office: 831.659.7212 ♦ Fax: 831.659.7226 ♦ [www.edwardsmiracle.com](http://www.edwardsmiracle.com)

CITY OF GREENFIELD MISC. SITE WORK

March 23, 2014

PARK	GRAFFITI REMOVAL/TOUCH- UP PAINT	TOTAL PAINT	WEAR MATS	WEAR MAT COST	FLUCTUATION RAMP	CONCRETE - EXCAVATION, MISC	NOTES
APRICOT PARK	\$2,000.00	\$6,000.00	4	\$2,000.00	OK	\$0.00	
BAYWOOD PARK	\$2,000.00	\$6,000.00	4	\$2,000.00	\$1,000.00	\$4,480.00	ACCESS TO SIDEWALK
BAROLO PARK	\$500.00	\$0.00	2	\$1,000.00	\$800.00	\$0.00	RUBBER ON RAMP
CENTENNIAL	\$500.00	\$0.00	7	\$3,500.00	\$0.00	\$0.00	
VINTAGE PARK	\$2,000.00	\$5,000.00	6	\$3,000.00	\$2,000.00	\$9,000.00	WALL RECONTOUR, ETC
TYLERPARK	\$2,000.00	\$5,000.00	2	\$1,000.00	\$1,500.00	\$4,125.00	REPAINT FENCE 275 LF
TUSCANY PARK	\$2,000.00	\$6,000.00	2	\$1,000.00	\$1,000.00	\$0.00	
PATRIOT PARK	\$1,000.00	\$0.00	3	\$1,500.00	\$0.00	\$0.00	
FIFTH STREET PARK	\$2,500.00	\$6,000.00	3	\$1,500.00	\$1,500.00	\$0.00	NEEDS SIDEWALK
PRIMAVERA PARK	\$3,000.00	\$6,000.00	3	\$1,500.00	\$1,200.00	\$0.00	NEEDS SIDEWALK
PARKSIDE PARK	\$2,000.00	\$5,000.00	4	\$2,000.00	\$1,500.00	\$900.00	EXCAVATION (ALSO, DO YOU WANT THE HIGH SIDE OF CONCRETE LOWERED?)

## TECHNICAL MEMORANDUM

To: Mr. Mic Steinmann  
City of Greenfield

From: Michael K. Nunley, PE  
Eileen Shields, PE

Date: 6/24/2014

Re: City of Greenfield Patriot Park Irrigation Well #8  
DRAFT Preliminary Design Memorandum

---

### Introduction

This Technical Memorandum was prepared to provide the City with recommendations and design details for the City of Greenfield's Patriot Park Irrigation Well (Well #8). The new well will provide irrigation water for Patriot Park and the adjacent soccer fields and reduce demand on the City's potable water supply.

### Design Basis

#### Water Demand

Based on information provided by City staff, the monthly irrigation demand varied during 2012-2013 from 0.03 acre-feet during the wet season to 22 acre-feet during the dry season. The total 2012 water demand was 124 acre-feet. According to City staff, the new well should be designed for a delivery rate of 465 gallons per minute (gpm) delivered at a pressure of 75 psi from the wellhead.

#### Well Site Hydrogeology

The well site is underlain by an upper aquifer (above 350 feet) and lower aquifer (600 to 860 feet) separated by an aquitard from 350 to 600 feet. Both aquifers are highly permeable and are able to yield a sufficient amount of water for the intended use. The water level in both aquifers is approximately 100 to 125 feet. The upper aquifer is comprised of coarser sediments and has historically produced better water quality than the lower aquifer. Construction costs for a well within the upper aquifer will also be less than those for a well penetrating the lower aquifer. Based on these findings it is recommended the upper aquifer be used for the new irrigation well.

#### Well Operations

We understand the existing irrigation services for the soccer field and Patriot Park run on timers. Manual valves are operated to direct flow to one of the two irrigation systems (for either the soccer fields or Patriot Park). The new irrigation well pump will be activated by a timer and have a run time which City staff will need to coordinate with the irrigation system's timers. A valve to one of the two irrigation systems should be open at all times to prevent the pump operating at zero flow for an extended period of time. We recommend the following features to protect the existing irrigation pipelines and the new well pump and equipment from potential high pressures:

- A surge anticipator valve will be installed on the pumping manifold to relieve pressures in the emergency case that the irrigation system valves are closed. Water from this valve will be discharged to the ground at the well site during high pressure events.
- An adjustable pressure gauge and switch assembly will be installed at the well manifold to shut off the pump in cases of high pressure and provide an alarm if low pressures are experienced, which could result from a line break.

## Permitting and Regulations

The well construction is permitted through the Monterey County Department of Environmental Health Services. The well construction permit application will be submitted for a design review prior to bidding the project. The project specifications will include the requirement that the Contractor complete the well construction permit application with their information and signature and submit to the County Environmental Health Department for final review prior to construction.

With regard to the existing Well #5 and 6-inch diameter well, per County Municipal Code (15.08.120) and California Well Standards (Bulletin 74-90), a well is considered "abandoned" when it has not been used for a period of one year, unless the Owner can demonstrate intention to use the well again for supplying water or other associated use (such as an observation well, monitoring well, or injection well). The well shall then be considered "inactive". The following is required per Monterey County Municipal Code 15.08.120 as evidence of intention for continued use:

1. The well has no defects which will allow the impairment of quality of water in the well or in the water-bearing formations penetrated.
2. The well is covered such that the cover is watertight and cannot be removed, except with the aid of equipment or the use of a tool.
3. The well is marked so that it can be clearly seen.
4. The area surrounding the area is kept clear of brush or debris.

The Code also states, "Monitoring wells, observation wells or test wells used in the investigation or management of groundwater basins by governmental agencies or engineering or research organizations are not considered "abandoned," so long as they are maintained for this purpose. Such wells, however, shall be covered with an appropriate cap, bearing the label, "OBSERVATION WELL," and name of the agency or organization, and preferably shall be locked when measurements are not being made. When these wells are no longer used for this purpose or for supplying water, they shall be considered "abandoned." Abandonment shall be the responsibility of the land owner".

Upon abandonment of a well, or on the order of the local Health Officer, a well shall be destroyed by methods described in Bulletins 74-81 and 74-90 and County Code.

Therefore, MKN recommends that the City determine whether to abandon the existing wells in accordance with state and county requirements or convert them to observation wells. That work has not been included in the cost estimates provided herein and is not currently part of this construction project.

## Design Recommendations

The main design recommendations for the Patriot Park Irrigation Well #8 are provided below.

## Well Location

MKN examined potential new well locations within the existing fenced area for the tank, booster station, and unused existing Well No 5 and 6-inch diameter well. It is recommended the new well be located a minimum of 50 feet from existing wells to prevent complications due to the existing wells not being truly vertical and for the potential to have void spaces. The existing Well No. 5 and 6-inch diameter well to the south are approximately 100 feet apart, which does not provide a sufficient amount of room to install the new well and maintain the minimum well setback. Additionally, a minimum set back of 80 feet from the water tank is recommended by the project hydrogeologist, Cleath-Harris Geologists (CHG).

MKN recommends the new well be located to the southwest of the existing well site in the parking lot for the playing fields as shown in Figure 1. By locating the well in the parking lot to the southwest, the minimum setbacks from the tank and existing wells can be achieved, and the existing parking lot provides adequate room for construction of the well. A minimum 20-foot clearance from existing trees to the well is recommended. The site overlays the tee connection between the existing 6-inch water supply line from Scheid vineyards and the 6-inch waterline for the soccer field irrigation system. The waterline from the new well will connect at the existing tee with installation of a new cross and isolation valves as described below.

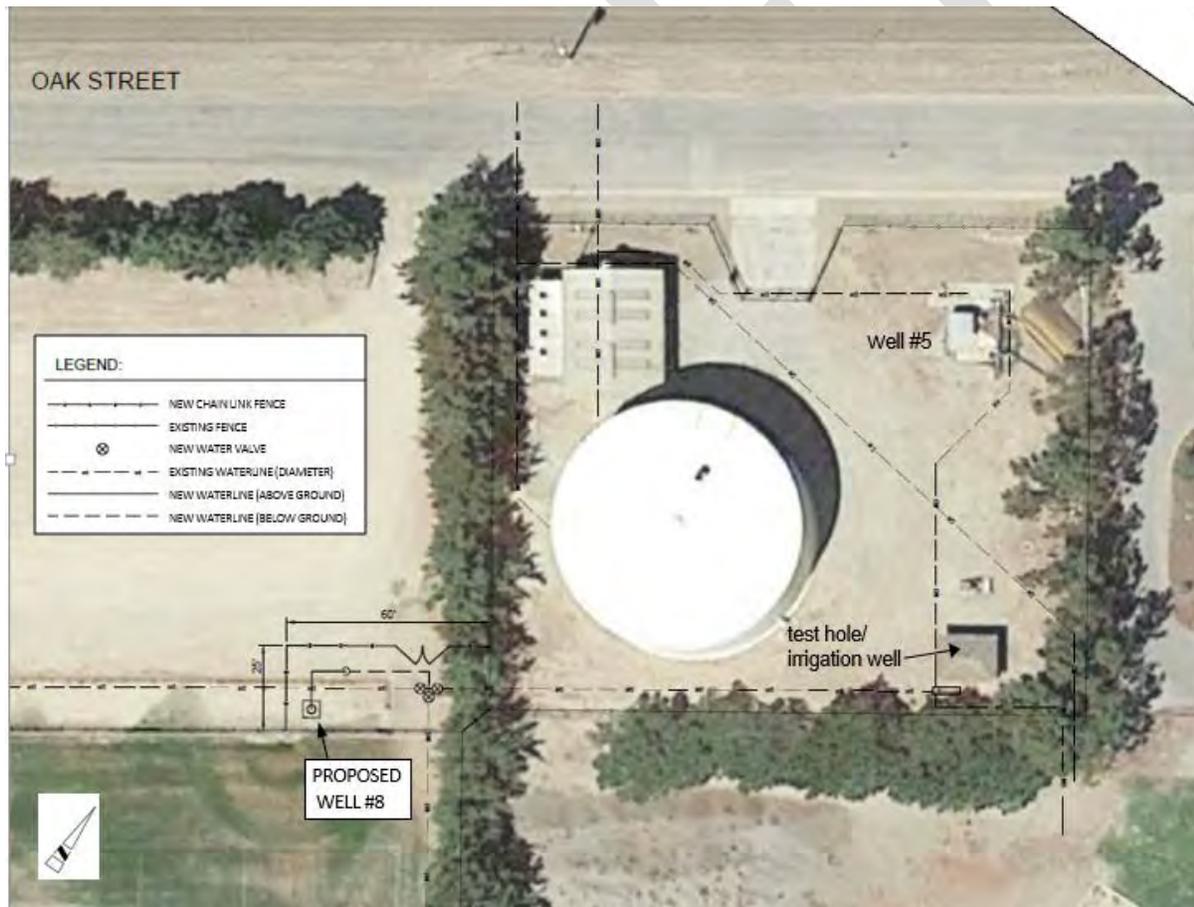


Figure 1 Proposed Well Site

## **Well Casing**

A 14-inch diameter steel well casing is recommended for the new well. This diameter allows room for the drop pipe from the vertical turbine pump and a sounding tube to house the level sensor. The casing would be set to a depth of 360 feet with perforations from 200 to 350 feet. The casing material should be mild steel to a depth of 190 feet. Below this depth the casing should be constructed of high strength low alloy steel (HSLA). It is recommended the perforations of the slotted section of casing be 0.080-inch width.

## **Vertical Turbine Pump**

The City prefers to use a vertical turbine pump for the new irrigation well. The design criteria for the pump was provided by the City as 465 gpm at 75 psi from the wellhead to meet irrigation demands. The required total dynamic head (TDH) for the pump was estimated by assuming a pumping water depth of 150 feet below ground surface (bgs) (25 feet below the anticipated water level of 125 feet to account for seasonal variation and drawdown from potential nearby wells), calculating anticipated pressure losses from friction and minor losses in the column and pump manifold, and adding the desired delivery pressure of 75 psi. The table below summarizes the well pump recommendations.

**Table 1 Well Pump Recommendations**

Pump	American Marsh Deep Set 12DC – 5 stage Vertical Turbine Pump (or approved equal)
Design Point	465 gpm @ 340' TDH
Column	6 inch diameter
Shaft design	Open, water lubricated, 1 inch 416SS
Motor	Min. 60 hp premium efficiency electric motor (480V, 3-phase)

## **Piping**

The recommended piping layout is as shown in Figure 1. For piping materials, MKN recommends 6-inch, flanged, cement mortar lined, epoxy coated ductile iron pipe (ANSI/AWWA C151/A21.51) for above grade piping and 6-inch, AWWA C900, DR18 (Class 150) polyvinyl chloride (PVC) pipe with restrained ductile iron fittings for below grade piping. The piping will connect upstream of the existing valve manifold for the irrigation system at the existing 6-inch PVC tee as indicated on Figure 1. The existing 6-inch tee will be removed and replaced with a 6-inch cross and new isolation valves. The existing valves will become redundant with the new system and could be removed and replaced with pipe spools, or can remain but should be marked to stay open.

## **Valves**

All valves should be rated for 200 psi working pressure (minimum), utilizing 125 lb bolt-pattern flanges, unless a different end configuration (such as threaded for smaller valves) is indicated in the tables below.

## Isolation Valves

Resilient wedge-seated gate valves are recommended for isolation as indicated on the site layout (Figure 1). Three isolation valves will be installed below grade on the existing lines and one will be installed above grade on the pump manifold piping. The slow opening and closing characteristics of these valves can reduce the potential for water hammer. Ball or butterfly valves are not recommended for use at the wellhead.

**Table 2 Isolation Valve Recommendations**

Recommended Valve	Resilient wedge gate valves
Size	6 inch (existing lines), and 4 inch (pump manifold)
Pressure Class/Configuration	Class 150, flanged configuration
Material	Ductile iron body with bronze internals
Coating	Epoxy coat

## Air/Vacuum Release Valve

A 1-inch air release and vacuum breaker valve (APCO Model 142DAT, or equivalent) should be installed on the water main just downstream of the wellhead and upstream of the check valve. The air release valve should be rated for working pressures of 200 psi or greater.

## Pressure Relief / Surge Anticipator Valve

A pressure relief and surge anticipator valve is recommended to protect pipelines and equipment from power failure surges and overpressure relief. Overpressure could occur if irrigation system valves are closed. Power failure to a pump will usually result in a down surge in pressure, followed by an upsurge in pressure. The surge control valve opens on the initial low pressure wave, diverting the returning high pressure wave from the system. An adjustable hydraulic flow control limits the valve opening for a controlled initial surge relief. The valve will then close slowly without generating any further pressure surges.

**Table 3 Pressure Relief / Surge Anticipator Valve Recommendations**

Recommended Valve	Cla-Val Model 52-01 (or approved equal)
Size	2-1/2 inch
Pressure Class/Configuration	Class 150, threaded configuration
Material	Ductile iron body with bronze internals
Coating	Epoxy coat

## Check Valve

A globe style silent check valve is recommended to prevent return flow to the pump. When the pump stops a spring forces the disc closed against the static condition. Silent (or near silent) closure reduces potential for water hammer.

**Table 4 Check Valve Recommendations**

Recommended Valve	APCO Series 600 (or approved equal)
Size	4 inch
Pressure Class/Configuration	Class 150, flanged
Material	Ductile iron body with bronze internals
Coating	Epoxy coat

## Pressure Reducing Valve

A pressure reducing valve (PRV) will provide some flexibility for irrigation operations to reduce pressures as needed. A PRV is designed to automatically reduce a higher inlet pressure to a lower downstream pressure based on an adjustable set point using a pilot valve. Globe pattern valve is recommended. Closing speed control and opening speed control for the pilot control piping and tubing is recommended. The initial set point will need to be coordinated with the irrigation system.

**Table 5 Pressure Reducing Valve Recommendations**

Recommended Valve	Cal-Val Model 90-01 (or approved equal)
Size	4 inch
Pressure Class/Configuration	Class 150, flanged
Material	Ductile iron body with bronze internals
Pilot Range	30 to 300 psi
Recommended Additional Features	Flow strainer, opening speed control, closing speed control
Coating	Epoxy coat

## **Controls and Instrumentation**

The pump will be activated by a timer and have a run time, which will need to be coordinated with irrigation controls by City/Parks staff.

A submersible pressure transducer is recommended for water level monitoring. A product with accuracy of 0.10% and titanium construction is recommended, such as GE Druck PTX 1830, or equal. The cable should be full length to installation depth with no splices. The transducer should be suspended 1 foot above the highest pump bowl.

An inline electromagnetic flow meter is recommended for flow monitoring. Electromagnetic meters use non-intrusive measurement elements, so solids will not clog the line or interfere with measurement. A signal converter, by the same manufacturer, will provide for reporting, input and output control for the flow sensor. An accuracy of 0.5% and repeatability of 0.05% is recommended.

**Table 6 Flow Meter Recommendations**

Recommended Meter	McCrometer Ultra Mag UM06 (or approved equal)
Size	4 inch
Pressure Class/Configuration	Class 150, flanged
Material	Ductile iron body with bronze internals
Pilot Range	30 to 300 psi
Coating	Epoxy coat

A pressure gauge and pressure switch assembly will be installed on the pump manifold upstream of the check valve. The gauge and switch will monitor system pressures and shut the pump off if pressures are higher than the set point and provide a low pressure alarm in cases of a line break.

The irrigation well control panel will include a Reduced Voltage Solid-state Soft-start (RVSS) motor control, suitable for the specified motor horsepower rating and available utilization voltage. The RVSS will be suitable for the environment and ambient temperature/conditions at the new well site. The ambient temperature/conditions shall be considered by the pump panel manufacturer and included in their pump control panel package.

The irrigation well control panel will integrate the pump motor equipment and the other controls and instrumentation, and have additional space for telemetry equipment. The panel will be "SCADA-ready" with an Ethernet port for potential future SCADA hookup for remote read out. The control panel will include a programmable logic controller (PLC) and provisions to add SCADA system software and hardware modules necessary for future SCADA interface.

Interconnection of well pump controls with existing booster pump station controls is not required and is not being planned as part of this project scope.

## **Electrical**

Electrical power will be served to the new well site from the existing 400 amp, 480-volt, 3-phase Motor Control Center and distribution, located at the existing nearby booster station building. 480-volt distribution, step-down transformer and panelboard will be provided as required to provide utilization voltage for general use, task lighting, and equipment. Electrical equipment will be installed on an equipment backboard or other suitable support means, with enclosures suited for the outdoor environment.

Conduit systems will be specified for industrial application, including type PVC conduit below grade, and type GRS (Galvanized Rigid Steel) conduit above grade where exposed. Liquidtight Flexible Metal Conduit will be installed at motor connections and other mechanical equipment.

Site lighting will be proposed in the draft plans for review by City staff.

## **Site Civil**

The wellhead and motor will sit on a concrete pedestal, approximately 5 feet square. The site should be graded to drain away from the wellhead and towards the parking lot and/or field. Crushed rock or gravel within the fence line will help minimize dust. Perimeter chain link fencing is recommended for security, with a gate to allow for vehicle entry. The site will be approximately 25 feet wide by 60 feet long and fencing will enclose the corner of the parking lot, connecting to existing fences along the tank site and soccer field. A small 10 foot section of fence will be required on the west side to close the site.

## **Existing Equipment**

MKN reviewed the potential to reuse some existing equipment from the unused Well #5. At the City's request, we considered the existing 150-horsepower (hp) vertical turbine pump motor and 100-hp VFD controller were reviewed for use. The existing motor is significantly larger than the recommended pump, which requires a minimum 60-hp motor. It may be possible to provide a frame that will match the larger motor to the pump. However, it is anticipated that the cost to have a motor repair service technician assess the existing motor and provide recommendations for rehabilitation, and provide any required rehabilitation, diminishes the potential savings. The existing motor will not be as efficient as a new motor that is sized for this new pump. At this size, a new motor is anticipated to cost approximately \$5,000 - \$8,000. It is recommended that the City install a new motor sized to match the pump.

According to City staff, the existing VFD was installed a couple of years ago and may be viable for use with another pump. A VFD is not required for the design and operation of the new Well #8. Use of a VFD would complicate the design and operations, and add delay to the schedule. Integrating the existing VFD into the design for Well #8 is not recommended.

If the City wanted to investigate reuse of the existing VFD for an appropriate future application, we recommend contacting the VFD manufacturer and requesting a service technician to evaluate viability for the specified use. The design would also need to specifically incorporate the VFD equipment, requiring a detailed review of shop drawings and coordination with the VFD manufacturer.

## Opinion of Construction Cost

An opinion of probable construction cost was prepared to assist the City with planning and budgeting for the project. The cost opinion will be revised with the draft and final plans and specifications.

**Table 7 Construction Cost Opinion**

Item	Component	Qty	Unit	Unit Cost	Amount
1	Well construction	1	LS	\$ 180,000	\$ 180,000
2	Vertical turbine pump, 60 hp motor	1	EA	\$ 65,000	\$ 65,000
3	Concrete pedestal	4	CY	\$ 800	\$ 3,200
4	Pump manifold piping and valves	1	LS	\$ 10,000	\$ 10,000
5	4" Electromagnetic flow meter	1	EA	\$ 5,000	\$ 5,000
6	4" Pressure reducing valve	1	EA	\$ 6,000	\$ 6,000
7	Level transducer & sounding tube	1	EA	\$ 4,000	\$ 4,000
10	6" PVC piping, restrained	50	LF	\$ 100	\$ 5,000
11	Connection to existing 6 inch waterlines	1	LS	\$ 10,000	\$ 10,000
12	Site Work	1	LS	\$ 10,000	\$ 10,000
14	Electrical and Instrumentation	1	LS	\$ 29,000	\$ 29,000
<b>Construction Cost Opinion Subtotal</b>					<b>\$ 328,000</b>
Construction Management & Admin.			20%		\$ 65,600
Construction Contingency			20%		\$ 65,600
<b>Construction Cost Opinion Total</b>					<b>\$ 459,200</b>

Please contact us with any questions regarding this preliminary design memorandum. We look forward to discussing it and continuing with detailed design of the project.