



AGENDA

SPECIAL JOINT MEETING CYPRESS CITY COUNCIL AND RECREATION AND COMMUNITY SERVICES COMMISSION

**July 14, 2025
5:00 P.M.**

www.cypressca.org

**5275 Orange Avenue
Cypress, California**

Interested in speaking to the City Council? Information about participating in the City Council meeting appears at the end of the agenda.

CALL TO ORDER

5:00 P.M.

Council Chambers

ROLL CALL

Cypress City Council (also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District)

Mayor David Burke

Mayor Pro Tem Leo Medrano

Council Member Kyle Chang

Council Member Scott Minikus

Council Member Bonnie Peat

Recreation and Community Services Commission

Commissioner Quintin Bentley

Commissioner Fermin Cervantes

Commissioner Jeff Dronkers

Commissioner Colin Edwards

Commissioner Carol Erbe

Commissioner Christen Jackson

Commissioner Kenna Russell

INVOCATION King of the Nations Church

PLEDGE OF ALLEGIANCE

PRESENTATIONS

- Parks Make Life Better Month Proclamation

ORAL COMMUNICATIONS ON AGENDA ITEMS (Three minutes per speaker. The City Council may adjust the time allotted per speaker.)

The public may address the City Council on agenda items prior to any action taken. Although Council Members may provide brief responses, the City Council may not engage in a discussion with members of the public during the meeting. Please complete a Speaker's Card to address the City Council in-person. Please follow the instructions at the end of the agenda and wait for the Mayor/City Clerk to call on you to address the City Council virtually. Speakers providing in-person comments will be called first. Members of the public are encouraged to communicate with the City Council via email at citycouncil@cypressca.org or by calling 714-229-6699.

CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion unless a Council Member requests separate action on a specific item. Council Members voting no or abstaining on a Consent Calendar item may do so without removing the item from the Consent Calendar.

1. Proclaim the Month of July 2025 as Parks Make Life Better Month

Prepared by: Alisha Farnell, City Clerk

Recommendation: Proclaim the month of July 2025 as Parks Make Life Better Month.

NEW BUSINESS

2. Receive an Annual Update from the Recreation and Community Services Commission

Prepared by: Jeff Draper, Director of Recreation and Community Services

Recommendation: Receive an annual update from the Recreation and Community Services Commission.

3. Receive a Report from the Ad Hoc Subcommittee to Review and Potentially Make Recommendations Regarding Park Amenities

Prepared by: Ad Hoc Subcommittee, Mayor Burke and Council Member Chang

Recommendation: Receive a report from the ad hoc subcommittee to review and potentially make recommendations regarding park amenities.

4. Provide Direction Regarding Replacement Picnic Area Shade Structures and Approve a Contract for the Replacement of the Picnic Area Shade Structure at Maple Grove Park South, Project 399

Prepared by: Nick Mangkalakiri, Director of Public Works

Recommendation:

1. Provide direction regarding replacement picnic area shade structures; and
2. Approve Plans and Specifications for the replacement of the picnic area shade structure at Maple Grove Park South, Project 399; and
3. Award a contract to Landmark Associated Builders, Inc. for \$79,950, and authorize a contingency of \$11,050.

ITEMS REMOVED FROM CONSENT CALENDAR

ADJOURNMENT

The next City Council meeting will be an adjourned Regular Meeting, to be held on Monday, July 14, 2025, beginning at 6:00 p.m. in the Council Chambers.

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted on the City Hall bulletin board and City website not less than 72 hours prior to the meeting. Dated this 11th day of July, 2025.

Alisha Farnell, City Clerk

PUBLIC PARTICIPATION

Members of the public can participate in the City Council meeting in the following ways:

1. Attend In-Person. First-come, first-served seating is available. All attendees must be free of any symptoms associated with contagious illnesses.
2. Attend Virtually via Webinar. Follow this link: <https://attendee.gotowebinar.com/register/4751791736130937943>. Advanced registration is recommended.

The public may address the City Council virtually during Oral Communications on Agenda Items and Public Hearings. Virtual participants must click the 'hand raise' button prior to the end of the first in-person speaker to indicate they wish to address the City Council. Upon clicking the 'hand raise' button, please unmute your microphone and wait for the Mayor/City Clerk to call on you.



= Hand Raise



= Unmute

3. Submit Public Comments Prior to the Meeting. The public may submit comments via email to cityclerk@cypressca.org. Comments submitted by 3:00 p.m. on the day of the meeting will be added to the meeting record.
4. Watch the Meeting. The City Council meeting can be viewed on Spectrum Cable Channel 36 or on the City's website at www.cypressca.org/watchlive.
5. Listen to the Meeting. Listen-only teleconferencing is available by calling (631) 992-3221 and entering Access Code 577-042-297. No registration or audio pin is necessary.

INVOCATION POLICY

The City Council does not endorse the content of the invocation and does not endorse the invitational speaker's particular faith, belief and/or religious denomination. The City Council has an established neutral policy for selecting and scheduling invitational speakers. The City Council's policy on invocations is available from the City Clerk.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk at (714) 229-6685 at least 72 hours prior to the meeting to enable the City to make reasonable arrangements to assure accessibility to this meeting.



CITY OF CYPRESS
CITY COUNCIL REPORT

City Council Special Joint Meeting

1.

FROM: Alisha Farnell, City Clerk

DATE: 07/14/2025

SUBJECT: Proclaim the Month of July 2025 as Parks Make Life Better Month

RECOMMENDATION

Proclaim the month of July 2025 as Parks Make Life Better Month.

DISCUSSION

Periodically, the City receives requests to publicly declare, recognize, observe, or promote awareness of a special event. As the City's past practice has established, routine and/or internal proclamation requests are placed on an agenda by the City Clerk for consideration by the City Council. Any new proclamation requests may be added to a future agenda in accordance with City Council policy.

The City Clerk received a routine request from the Recreation and Community Services Department for the City Council to officially proclaim the month of July 2025 as Park Makes Life Better Month. A proclamation has been prepared for the Mayor's signature and is attached for consideration.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Proclamation



**“PARKS MAKE LIFE BETTER!® MONTH”
JULY 2025**

WHEREAS, since the establishment of Cypress Recreation and Park District in 1949, parks and recreation remains an integral part of Cypress with outstanding recreation programming and community services that add value to the City’s homes and businesses; and

WHEREAS, Cypress residents, businesses, community organizations and visitors are able to enjoy many benefits of the City’s parks in accessing outdoor spaces that promote physical, emotional, and mental health and wellness through organized and self-directed fitness, play, and activity; and

WHEREAS, Parks and Recreation creates memorable experiences through youth sports and enrichment activities, teen programs, community and senior centers, adult fitness programs, enrichment programs, free community events, and beyond; and

WHEREAS, Parks and Recreation supports the economic vitality of Cypress by partnering with local businesses and non-profits, and offering events for resident’s engagement; and

WHEREAS, Parks and Recreation supports safe, vibrant, and attractive communities that make life better through positive alternatives offered in their recreational opportunities.

NOW, THEREFORE, BE IT PROCLAIMED, that I, David Burke, Mayor of the City of Cypress, along with my fellow Council Members, do hereby proclaim the month of July 2025 as “PARKS MAKE LIFE BETTER! ® MONTH” in the City of Cypress, and invite all its citizens to use and enjoy its parks, open spaces, facilities, and recreation opportunities.

David Burke
Mayor of the City of Cypress
Dated: July 14, 2025



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Special Joint Meeting

2.

FROM: Jeff Draper, Director of Recreation and Community Services

DATE: 07/14/2025

SUBJECT: Receive an Annual Update from the Recreation and Community Services Commission

RECOMMENDATION

Receive an annual update from the Recreation and Community Services Commission.

DISCUSSION

The Recreation and Community Services strategic plan (attached) includes an objective to conduct a joint meeting with the City Council and the Recreation and Community Services Commission. The Recreation and Community Services Director and Commission Chair will provide an annual update on recreation programming and Commissioner activities.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Recreation Strategic Plan

City of Cypress

Recreation & Community Services Department



Strategic Plan

2020 - 2025

GOAL:
**PROVIDE EFFECTIVE AND INNOVATIVE
PROGRAMS AND SERVICES**

STRATEGY	IMPLEMENTATION/ INITIATION YEAR	STATUS
Provide progressive training, development and succession opportunities for employees.	2019-20	Done
Identify opportunities to partner with neighboring cities, local schools, and non-profits to enhance services and efficiency: Teen Center Senior Services Recreation Services	2020-21 2021-22 2022-23	Done Done Done
Increase volunteer program participation and impact.	2023-24	Done
Conduct a needs assessment to ensure programs and services match community needs.	2024-25	Done

GOAL:
MAINTAIN FINANCIAL STABILITY

STRATEGY	IMPLEMENTATION/ INITIATION YEAR	STATUS
Implement updated fees and communicate the need for them to community and customers.	2019-20	Done
Recommend an event and facility sponsorship program to the City Council.	2024-25	Future
Research grant opportunities as part of annual budget development process.	2020-21	Done
Evaluate facility use and marketing to increase revenue from rentals.	2024-25	Done
Explore opportunities for the RCS Foundation to engage with the community and support the department.	2021-22	Done

GOAL:

INCREASE PARTICIPATION AND COMMUNITY ENGAGEMENT

STRATEGY	IMPLEMENTATION/ INITIATION YEAR	STATUS
Work with the Youth Action Committee to evaluate innovative approaches to programing, social media and technology.	2019-20	Done
Develop a Recreation and Community Services Commission annual report and conduct a joint meeting with the City Council and Commission.	2020-21	Done
Develop a Senior Citizens Commission annual report and conduct a joint meeting with the City Council and Commission.	2020-21	Done
Review department policies and procedures to ensure services are being provided in a fair and efficient manner: Registration and Refund Field and Facility Rentals Park Regulations	2024-25 2023-24 2022-23	Done Done Done
Evaluate Senior Center programs and activities to enhance participation, especially for active older adults	2020-2021	Done



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Special Joint Meeting

3.

FROM: Ad Hoc Subcommittee, Mayor Burke and Council Member Chang

DATE: 07/14/2025

SUBJECT: Receive a Report from the Ad Hoc Subcommittee to Review and Potentially Make Recommendations Regarding Park Amenities

RECOMMENDATION

Receive a report from the ad hoc subcommittee to review and potentially make recommendations regarding park amenities.

DISCUSSION

At its February 24 meeting, the City Council appointed the Mayor and Council Member Chang to this ad hoc subcommittee (Resolution attached).

The ad hoc subcommittee's duties were:

- Review existing playground structures and shade structures
- Review plans for additional structures and upgrades/improvements to existing structures
- Solicit recommendations from the Recreation & Community Services Commission
- Potentially make recommendations regarding future plans to the City Council

At the ad hoc subcommittee's request, the Recreation and Community Services Commission assessed each park at various times during the day and made recommendations regarding replacement of playground equipment, additional shade, and enhanced playground amenities (attached).

Material from the ad hoc subcommittee is also attached.

BUDGET IMPACT

None.

LEGAL REVIEW

Not applicable.

APPROVED BY: Ad Hoc Subcommittee

Attachments

Resolution 7003

RCS Commission Recommendations

Material from ad hoc subcommittee

RESOLUTION NO. 7003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS,
AND ACTING AS EX-OFFICIO GOVERNING BOARD OF DIRECTORS OF
THE CYPRESS RECREATION AND PARK DISTRICT, ESTABLISHING AN
AD HOC SUBCOMMITTEE TO REVIEW AND POTENTIALLY MAKE
RECOMMENDATIONS REGARDING PARK AMENITIES

WHEREAS, Cypress' park amenities are an important part of the services and programs the Recreation and Park District provides; and

WHEREAS, replacing playground structures and adding shade structures is part of existing Capital Improvement Plan.

NOW, THEREFORE, the City Council of the City of Cypress resolves as follows:

Section 1. Establishment

An Ad Hoc Subcommittee is hereby established for the purpose of reviewing current playground equipment and shade structures. Council Members shall be appointed by the Mayor and confirmed by the City Council.

Section 2. Duties of the Subcommittee

The Ad Hoc Subcommittee shall have the following duties:

- A. With support from the City Manager and city staff, work to:
- Review existing playground structures and shade structures
 - Review plans for additional structures and upgrades/improvements to existing structures
 - Solicit recommendations from the Recreation & Community Services Commission
 - Potentially make recommendations regarding future plans to the City Council
- B. Report to the City Council by July 10, 2025, and preferably before the proposed Fiscal Year 2025-26 budget is presented to the City Council.

Section 3. Composition

The Ad Hoc Subcommittee shall consist of two Council Members. Staff support shall be designated by the City Manager.

Section 3. Brown Act

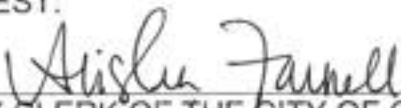
As an Ad Hoc Subcommittee that is constituted solely to address the issues identified in this Resolution and is to be disbanded after the issues are presented to the City Council, the Ad Hoc Subcommittee shall not be subject to the requirements of the Brown Act (Government Code sections 54950 – 54963).

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 24th day of February, 2025.



MAYOR OF THE CITY OF CYPRESS

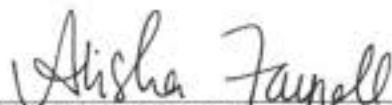
ATTEST:


CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 24th day of February, 2025, by the following roll call vote:

AYES:	2	COUNCIL MEMBERS:	Chang and Burke
NOES:	2	COUNCIL MEMBERS:	Peat and Minikus
ABSTAIN:	1	COUNCIL MEMBERS:	Medrano


CITY CLERK OF THE CITY OF CYPRESS

Cypress Recreation and Community Services Commission Park Assessment Summary

The City Council established an ad hoc subcommittee to review and potentially make recommendations regarding park playground equipment and playground equipment shade structures. The ad hoc subcommittee attended the March 2025, Recreation and Community Services Commission meeting and requested the Commission provide input regarding:

- 1) Which parks would most benefit from additional shade over the playground area?
- 2) In what order should park playground equipment be replaced?
- 3) Which parks are best suited for special/unique playground equipment?

The Recreation and Community Services Commission developed a park assessment form and assigned each Commissioner a total of five to seven parks to assess at various times during the day. The Recreation and Community Service Commission reviewed the park assessment forms and is recommending the following parks for replacement of playground equipment, additional shade, and enhanced playground amenities.

1) Playground Replacement Recommendations

Commissioners rated playground equipment on the following scale:

- 1 = Needs replacement within the next 12 months
- 2 = Suggest replacement within 2-4 years
- 3 = Medium wear, replace within 5-7 years
- 4 = Some wear, replace within 8-10 years
- 5 = Like new

After averaging the Commissioners' responses, the Commission recommends a tiered approach for playground equipment for replacement. The recommendations are:

Tier 1 Average rating of 2.0 (Suggest replacement within 2-4 years)	Tier 2 Average rating of 2.5 (Suggest replacement within 2-4 or 5-7 years)	Tier 3 Average rating of 3.0 (Suggest replacement within 5-7 years)
Darrell Essex	Baroldi Sycamore Park	Vessels Park*
Maple Grove North Park	Damron Park*	
Veterans Park	Oak Knoll Park	
	Rosen/Acacia Park*	

*Playground equipment is maintained by the City but on Cypress School District property through a cooperative agreement.

2) Additional Shade Needed

Commissioners rated the need for shade structures on the following scale:

- Shade structure needed at location

- Shade structure adequate at location
- Shade structure not adequate at location, additional shade needed
- Other

After reviewing the Commissioners' responses, the parks receiving responses indicating a shade structure is needed or not adequate for location are:

(3 Responses)	(2 Responses)	(1 Response)
Pinewood Park	Maple Grove North Park	Baroldi Sycamore Park
	Oak Knoll Park	Damron Park*
	Veterans Park	Eucalyptus Park
		Evergreen Park
		Hettinga / Manzanita Park
		Mackay Park
		Maple Grove South Park
		Peppertree Park
		Vessels Park*
		Willow Park

*Playground equipment is maintained by the City but on Cypress School District property through a cooperative agreement.

3) Enhanced Playground Amenities

The Commission also indicated which parks they would recommend for enhanced playground amenities. Parks receiving a response recommending enhanced playground amenities are:

(3 Responses)	(2 Responses)	(1 Response)
Oak Knoll Park	Hettinga / Manzanita Park	Baroldi Sycamore Park
	Veterans Park	Cedar Glen Park
		Damron Park*
		Darrell Essex
		Eucalyptus Park
		Evergreen Park
		Maple Grove North Park
		Maple Grove South Park
		Pinewood Park
		Rosen/Acacia Park*

*Playground equipment is maintained by the City but on Cypress School District property through a cooperative agreement.

Attachment: Park Assessment Data

Cypress City Council Ad Hoc Subcommittee Recommendations on Park Playground Equipment and Shade Structures



Mayor David Burke and Council Member Dr. Kyle Chang

Recreation and Community Services Commission

Commissioners

- Fermin Cervantes
- Jeff Dronkers
- Colin Edwards
- Carol Erbe
- Christen Jackson
- Anne Logovii
- Jan Ridgeway



Background – Playground Equipment

- Cypress has 19 parks with playground equipment
- Most playground equipment is outdated
 - 15 parks have equipment that is between 17 and 22 years-old.
 - Expected useful life for playground equipment is approximately 15 years.
- Existing playground equipment tends to be generic and repetitive
- Current replacement schedule
 - Replace one playground per year starting in FY2026/27.
 - Average age of 27.7 years-old before being replaced.

Background - Shade

- Benefits of Shade
 - Helps reduce sun exposure
 - Lowers surface temperature of playground equipment
 - Makes equipment usable year-round
 - Better for children with skin conditions or heat sensitivity
 - Extends lifespan and appearance of playground equipment
- Majority of Cypress playgrounds do not have any shade cover

Goals

1. Which parks should be prioritized for replacing playground equipment?
2. Which parks would most benefit from additional shade over the playground area?
3. Which parks are best suited for special/unique equipment or amenities?

Examples of Shade Types

No Shade



Natural Shade



Examples of Shade Types (cont'd)

Integrated Shade



Standalone Shade Structure



Examples of Unique Amenities

Themed Equipment



Examples of Unique Amenities (cont'd)

Splash Pad



Universally Accessible Playground



Methodology

- Ranking system was developed by RCS commission
- RCS commissioners were assigned several parks to visit
- Parks were ranked on:
 - Wear and tear
 - Need for Shade
 - Appropriateness of amenities
- Review data regarding playground equipment installation and prior facilities assessments
- Consider input received from residents via public comment or email

Key Findings – Playground Equipment

RCS Commissioners identified (based on an average rating by two commissioners):

- 3 playgrounds for suggested replacement within 2 to 4 years
 - Darrell Essex, Maple Grove North, Veterans Park
- 10 playgrounds for suggested replacement within 6 years
- 15 playgrounds for suggested replacement within 10 years

Playground Equipment – Lowest Rated Parks

Park	Average Rating
Darrell Essex	2.0
Maple Grove North Park	2.0
Veterans Park	2.0
Baroldi Sycamore Park	2.5
Damron Park	2.5
Oak Knoll Park	2.5
Rosen/Acacia Park	2.5
Vessels Park	3.0

Key

- 1 – Needs Replacement
- 2 – Suggest replacement in next 2 to 4 years
- 3 – Medium wear, replace in next 5 to 7 years
- 4 – Some wear, replace in next 8 to 10 years
- 5 – Like New

Key Findings – Shade

RCS Commissioners identified 14 parks where at least one commissioner believed shade would be beneficial

- Baroldi Sycamore Park
- Damron Park
- Eucalyptus Park
- Evergreen Park
- Hettinga/Manzanita Park
- Mackay Park
- Maple Grove North Park
- Maple Grove South Park
- Oak Knoll Park
- Peppertree Park
- Pinewood Park
- Vessels Park
- Veterans Park
- Willow Park

*Highlighted
at top of list

Key Findings - Amenities

RCS Commissioners identified 13 parks to consider for enhanced playground amenities:

- Baroldi Sycamore Park
- Cedar Glen Park
- Damron Park
- Darrel Essex Park
- Eucalyptus Park
- Evergreen Park
- Hettinga/Manzanita Park
- Maple Grove North Park
- Maple Grove South Park
- Oak Knoll Park
- Pinewood Park
- Rosen/Acacia Park
- Veterans Park

*Highlighted
at top of list

Key Findings - Amenities

RCS Commissioner suggestions included:

- Additional seating near playgrounds
- A picnic area
- Expanded parking
- Upgraded drinking fountains
- Additional pickleball courts
- A public restroom
- Security cameras
- Exercise equipment

Playground Equipment – Lowest Rated Parks

Recommendation: Start with these

Park	Rating	Shade	Amenities
Veterans Park	2.0	Yes	Yes
Maple Grove North Park	2.0	Yes	Yes
Darrell Essex Park	2.0		Yes
Baroldi Sycamore Park	2.5	Yes	Yes
Oak Knoll Park	2.5	Yes	Yes
Damron Park	2.5	Yes	Yes
Rosen/Acacia Park	2.5		Yes
Vessels Park	3.0	Yes	

Ad Hoc Recommendations

- Recommend starting with lowest rated tier of parks for playground equipment replacement
- Recommend adding shade structures either:
 1. as playgrounds are replaced or
 2. to parks where we do not anticipate adding unique amenities that change the footprint and are not scheduled for renovation:
 - Eucalyptus Park
 - Pinewood Park
 - Maple Grove South Park

Ad Hoc Recommendations

- Recommending considering unique destination amenities:
 - Evergreen Park
 - Hettinga Manzanita Park
 - Oak Knoll Park
 - Veterans Park
 - Baroldi Sycamore Park (seek community input/staff feedback)

Ad Hoc Subcommittee Recommendations cont'd

Within 1 to 2 months: Obtain pricing for new playground equipment and playground shade at Maple Grove North Park and Maple Grove South Park.

Within 3 to 9 months: AHSC work with city staff and the RCS Commission as needed to develop more concrete options or recommendations regarding parks under consideration for unique amenities, to be incorporated into the Capital Improvement Program.

Within 12 months: Utilize the RCS Commission to provide more detailed recommendations based on their additional suggestions.

Goals of extending Ad Hoc Subcommittee

- Create a comprehensive, detailed plan to diversify what we offer in our city parks, enhance the of experience of attending and playing at our parks, and address the need for more shade and comfort
 - Create guidelines for playground equipment and shade structures
 - Community parks vs. Neighborhood parks
 - Equipment to accommodate kids of all ages
 - Amount of shade cover for playground areas, picnic areas, and seating areas
 - Plan to implement additional RCS Commissioner suggestions
 - Recommendations for unique destination amenities
 - Splash pad, sensory playground, dog park, sand areas, special swings, themed equipment

Requested Actions

- Receive and file Ad Hoc Subcommittee recommendations
- Direct city staff to obtain pricing for playground equipment and shade structures at Maple Grove North and Maple Grove South Parks
- Approve resolution extending AHSC to February 24, 2026 to develop more concrete options and recommendations.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS,
AND ACTING AS EX-OFFICIO GOVERNING BOARD OF DIRECTORS
OF THE CYPRESS RECREATION AND PARK DISTRICT, CONTINUING
AN AD HOC SUBCOMMITTEE TO REVIEW AND MAKE
RECOMMENDATIONS REGARDING PARK AMENITIES

WHEREAS, Cypress' park amenities are an important part of the services and programs the Recreation and Park District provides; and

WHEREAS, replacing playground structures and adding shade structures is part of existing Capital Improvement Plan

WHEREAS, recommendations received from the Recreation & Community Services Commission deserve additional consideration and thoughtful implementation

NOW, THEREFORE, the City Council of the City of Cypress resolves as follows:

Section 1. Establishment

An Ad Hoc Subcommittee is hereby established for the purpose of creating a comprehensive, detailed plan to diversify what we offer in our city parks, enhance the of experience of attending and playing at our parks, and address the need for more shade and comfort. Council Members shall be appointed by the Mayor and confirmed by the City Council.

Section 2. Duties of the Subcommittee

The Ad Hoc Subcommittee shall have the following duties:

- A. With support from the City Manager and city staff, work to:
 - Make recommendations regarding the replacement of playground equipment and addition of shade structures to the City Council
 - Create guidelines for park playground equipment and shade structures
 - Solicit recommendations from the Recreation & Community Services Commission to implement other improvements to city parks
- B. Report to the City Council by February 24, 2026, and preferably before the mid-year Fiscal Year 2025-26 budget and CIP update is presented to the Council.

Section 3. Composition

The Ad Hoc Subcommittee shall consist of two Council Members. Staff support shall be designated by the City Manager.

Section 3. Brown Act

As an Ad Hoc Subcommittee that is constituted solely to address the issues identified in this Resolution and is to be disbanded after the issues are presented to the City Council, the Ad Hoc Subcommittee shall not be subject to the requirements of the Brown Act (Government Code sections 54950 – 54963).

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 14th day of July, 2025.

MAYOR OF THE CITY OF CYPRESS

ATTEST:

CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 14th day of July, 2025, by the following roll call vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

CITY CLERK OF THE CITY OF CYPRESS



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Special Joint Meeting

4.

FROM: Nick Mangkalakiri, Director of Public Works

DATE: 07/14/2025

SUBJECT: Provide Direction Regarding Replacement Picnic Area Shade Structures and Approve a Contract for the Replacement of the Picnic Area Shade Structure at Maple Grove Park South, Project 399

RECOMMENDATION

1. Provide direction regarding replacement picnic area shade structures; and
2. Approve Plans and Specifications for the replacement of the picnic area shade structure at Maple Grove Park South, Project 399; and
3. Award a contract to Landmark Associated Builders, Inc. for \$79,950, and authorize a contingency of \$11,050.

DISCUSSION

Replacement Picnic Area Shade Structures

The Recreation and Parks District offers shaded picnic areas at most parks. The size and style of the shade structures vary (attached), but a typical legacy installation is a wooden 17' by 17' structure. These structures are present at Baroldi Sycamore Park, Maple Grove North Park, Oak Knoll Park (three), and Peppertree Park, and are reaching the end of their useful life.

Consistent with City Council direction, Public Works and Recreation and Community Services have replaced legacy wooden picnic area shade structures in Eucalyptus Park, Manzanita Park, and Evergreen Park with modern, 20' by 20' steel and fabric shade structures. Legacy shade structures at Maple Grove South Park and Willow Park were removed for safety reasons and steel and fabric replacements are programmed for Maple Grove Park South in the FY 2024-25 CIP and Willow Park in the FY 2025-26 CIP.

At its May 12 meeting, the City Council continued consideration of a replacement steel and fabric picnic area shade structure at Maple Grove Park South until the park amenities ad hoc subcommittee reported back to the City Council. That report is also part of the July 14 agenda.

Recommendations

1. It is recommended that the City Council confirm its direction to replace legacy wooden picnic area shade structures with in-kind steel and fabric structures. Clear direction for the replacement of legacy wooden picnic area shade structures enables Public Works to efficiently program, budget, design, bid, and construct these projects. A standard approach to these 11 picnic areas will avoid costly design/redesign processes, reduce long-term maintenance and replacement costs, and accelerate project delivery (helping to avoid situations where the shade amenity is offline for an extended period, as is the case with Maple Grove South Park and Willow Park).
2. It is also recommended that picnic area and playground equipment operate with independent shade systems to avoid: (1) complicating design or compromising the playground equipment and/or picnic area function and (2) operational/customer service issues that arise when an amenity that can be reserved for exclusive use (picnic areas) appears to be combined with an amenity that cannot be reserved (playground equipment). Maintaining independent shade systems will not prevent Public Works and RCS from pursuing potential savings from economies of scale and/or bulk purchasing when undertaking multiple/similar projects or projects in proximity to each other.

Alternatives

The City Council can consider providing different direction for pending/future replacement of the eight legacy wooden picnic area shade structures. If the City Council provides different direction, it should set objective criteria/goals for a standard design that Public Works and RCS can work with the RCS Commission to recommend to the City Council. For example, the City Council could direct that picnic areas be shaded from 11am to 3pm on the longest day of the year. In this example, consideration should be given to how creating extensive summer shade impacts the picnic areas in the evening and in the fall and winter (particularly how cool/dark the picnic areas, which do not have artificial light, may become and the impact of accumulated water and debris) and how large shade structures interact with other park amenities and landscaping.

Award a Contract for the Replacement of the Picnic Area Shade Structure at Maple Grove Park South, Project 399

If the City Council confirms its direction to replace legacy wooden picnic area shade structures with steel and fabric shade structures, it is also recommended that it award a contract for the replacement of the picnic area shade structure at Maple Grove Park South, Project 399. The May 12 agenda report is attached.

This recommendation is included as part of this agenda report because the bids received for the project expire on July 22. In the current high construction inflation bidding environment, Public Works expects that rebidding the project will result in higher costs (even for the same design). Should the City Council provide different direction for the replacement of legacy wooden picnic area shade structures, Public Works will redesign and rebid the project once the City Council has approved new design criteria/goals.

BUDGET IMPACT

The replacement of legacy wooden picnic area shade structures with modern, in-kind steel and fabric shade structures is built into the Seven-Year CIP. Public Works and RCS anticipate that the steel structures will have a much longer useful life than the wooden structures and that the cost to replace the fabric shades will be considerably less than the cost of repairing/replacing the wooden shade structures.

Should the City Council provide different direction for the pending/future replacement of the legacy wooden picnic area shade structures the estimated cost will be included in the ultimate recommendation to the City Council.

Estimated construction costs for the replacement of the Maple Grove Park South picnic area shade structure are \$91,000 and sufficient funding was budgeted in the District's General Fund in FY 2024-25 and will be carried over into FY 2025-26.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Park Picnic Areas

May 12 Maple Grove Park South Report

May 12 Maple Grove Park South Award Info

Arnold Cypress Park



2 - 40'x40'



2 - 15'x30'

Lexington Park



4 - 25'x25'



2 - 25'x50'

Mackay Park



3 - 20'x20'



2 - 10'x10'

Veterans Park



1 - 40'x40'

Eucalyptus Park



1 - 20'x20'

Manzanita Park



1 - 20'x20'

Evergreen Park



1 - 20'x20'

Maple Grove South Park



1 - 20'x20' in FY2024-25 CIP

Willow Park



1 - 20'x20' in FY 2025-26 CIP

Baroldi Sycamore Park



1 - 17'x17'

Oak Knoll Park



1 - 17'x17'

Oak Knoll Park



1 - 17'x17'

Maple Grove North Park



1 - 17'x17'

Oak Knoll Park



1 - 17'x17'

Peppertree Park



1 - 17'x17'



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

Item # 8.

FROM: Nick Mangkalakiri, Director of Public Works

DATE: 05/12/2025

SUBJECT: Award a Contract for the Replacement of the Picnic Area Shade Structure at Maple Grove Park South, Project 399

RECOMMENDATION

1. Approve Plans and Specifications for the replacement of the picnic area shade structure at Maple Grove Park South, Project 399; and

2. Award a contract to Landmark Associated Builders, Inc. for \$79,950, and authorize a contingency of \$11,050.

DISCUSSION

The shade structure at Maple Grove South was removed due to damage and deterioration and this project will replace it with fabric shade sails and steel posts that are more durable and resilient to the elements than the previous wooden structure. Similar the shade sails have been installed at Eucalyptus Park and Manzanita Park.

On April 9, the City advertised the project and 18 bid packets were distributed to contractors. On April 23, the City received five bids for the project with Landmark Associated Builders, Inc. as the low bidder. A summary of project award information is attached.

BUDGET IMPACT

Estimated construction costs are \$91,000 and sufficient funding is available in the Recreation and Park District's General Fund.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Project Award Information

Project Award Information Checklist

Description of Project:

This project will replace the shade structure at Maple Grove Park South.

Contract Working Days: Ten (10) working days

Advertisement Date: April 9, 2025

Notice Inviting Bids Sent to: CIPList.com

Bid Opening Date: April 23, 2025

No. of Bid Packets Distributed: Eighteen (18)

	Bidders	Base Bid Amount
1.	Landmark Associated Builders, Inc., Downey, CA	\$ 79,950.00
2.	Western State Builders, Inc., Escondido, CA	\$ 84,921.00
3.	Genesis Builders, Inc., Buena Park, CA	\$ 88,157.00
4.	R.E. Schultz Construction, Inc., Orange, CA	\$ 103,870.00
5.	Golden Coast Construction, La Habra, CA	\$ 105,520.68

Apparent Low Bidder: Landmark Associated Builders, Inc., Downey, CA - \$79,950

Qualified to Perform Work: Yes. Staff confirmed bid was responsive.

Contractor's License:

Valid at Time of Award: Yes

Valid at Time of Bid: Yes

Registration with DIR:

Contractor: Yes

Sub-Contractor: Yes

Experience:

The apparent low bidder has performed this type of work for multiple clients in Southern California.

BID RESULTS
for
SHADE STRUCTURE AT MAPLE GROVE PARK SOUTH
PROJECT 399

Bid Opening: Wednesday, April 23 at 11:00 AM

PRELIMINARY BID RESULTS - FOR INFORMATIONAL PURPOSES ONLY

CONTRACTOR

TOTAL BID

1	Landmark Associated Builders, Inc.	\$	79,950.00
2	Western State Builders, Inc.	\$	84,921.00
3	Genesis Builders, Inc.	\$	88,157.00
4	R.E. Schultz Construction, Inc.	\$	103,870.00
5	Golden Coast Construction	\$	105,520.68
6			
7			
8			
9			
10			

PROPOSAL BID SHEET
CITY OF CYPRESS PROJECT 399
SCHEDULE OF WORK ITEMS

SHADE STRUCTURE AT MAPLE GROVE PARK SOUTH

Contractor: Landmark Associated Builders, Inc.

Address: 8741 Byers Street, Downey, CA. 90242

Contact: Danielle Bogdanovich

Contractor's License No.: 1135724

Phone: (562) 607-1208

DIR Number: 2000010112

BID DUE DATE: Wednesday, April 23, 2025 at 11 AM

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Public Works Project 399, hereby proposes and agrees to furnish all labor, materials, equipment, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	EA	Install 20' x 20' Shade Structure per manufacturer's plan (includes removal of existing abandoned concrete foundations, engineering*, structure, dewatering**, new foundations, installation, freight and taxes)	\$76,450	\$ 76,450
			PER EA		
2.	100	SF	Remove and Replace 4" Thick Concrete Pad	\$ 3,500	\$ 3,500
			PER SF		

NOTE:

Per Public Contracts Code Section 20103.8(a), the lowest bid shall be the lowest bid price on the base contract without consideration of the optional additive bid item.

TOTAL AMOUNT OF BASE BID: \$ 79,950

TOTAL AMOUNT OF BID IN WORDS: _____

Seventy-Nine Thousand Nine Hundred Fifty Dollars

Dollars

(Please Print Total Amount of Bid in WORDS)

PROPOSAL BID SHEET
CITY OF CYPRESS PROJECT 399
SCHEDULE OF WORK ITEMS

SHADE STRUCTURE AT MAPLE GROVE PARK SOUTH

Contractor: Western State Builders, Inc.
Address: 2141 Orange Ave. Escondido, CA 92029
Contact: Julian Moen Contractor's License No.: 1069677
Phone: 760-546-2405 DIR Number: 1000706410

BID DUE DATE: Wednesday, April 23, 2025 at 11 AM

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Public Works Project 399, hereby proposes and agrees to furnish all labor, materials, equipment, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	EA	Install 20' x 20' Shade Structure per manufacturer's plan (includes removal of existing abandoned concrete foundations, engineering*, structure, dewatering**, new foundations, installation, freight and taxes) <u>Eighty two thousand four hundred seventy seven dollars</u> PER EA	\$82,477. ⁰⁰	\$82,477. ⁰⁰
2.	100	SF	Remove and Replace 4" Thick Concrete Pad <u>twenty four dollars forty four cents</u> PER SF	\$24.44.	\$2,444. ⁰⁰

NOTE:

Per Public Contracts Code Section 20103.8(a), the lowest bid shall be the lowest bid price on the base contract without consideration of the optional additive bid item.

TOTAL AMOUNT OF BASE BID: \$ 84,921.⁰⁰

TOTAL AMOUNT OF BID IN WORDS: Eighty four thousand nine hundred twenty one dollars zero cents Dollars
(Please Print Total Amount of Bid in WORDS)

PROPOSAL BID SHEET
CITY OF CYPRESS PROJECT 399
SCHEDULE OF WORK ITEMS

SHADE STRUCTURE AT MAPLE GROVE PARK SOUTH

Contractor: Genesis Builders, Inc. dba K2 Painting

Address: 2007 Raymer Ave Ste S Fullerton, CA 92833

Contact: Rick Chung Contractor's License No.: 1004198

Phone: 714)749-4558 DIR Number: 1000411359

BID DUE DATE: Wednesday, April 23, 2025 at 11 AM

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Public Works Project 399, hereby proposes and agrees to furnish all labor, materials, equipment, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	EA	Install 20' x 20' Shade Structure per manufacturer's plan (includes removal of existing abandoned concrete foundations, engineering*, structure, dewatering**, new foundations, installation, freight and taxes)	\$ 82,957.00	\$82,957.00
			PER EA		
2.	100	SF	Remove and Replace 4" Thick Concrete Pad	\$ 52.00	\$ 5,200.00
			PER SF		

NOTE:

Per Public Contracts Code Section 20103.8(a), the lowest bid shall be the lowest bid price on the base contract without consideration of the optional additive bid item.

TOTAL AMOUNT OF BASE BID: \$ 88,157.00

TOTAL AMOUNT OF BID IN WORDS: _____

Eighty-eight thousand one hundred fifty-seven Dollars
(Please Print Total Amount of Bid in WORDS)

PROPOSAL BID SHEET
CITY OF CYPRESS PROJECT 399
SCHEDULE OF WORK ITEMS

SHADE STRUCTURE AT MAPLE GROVE PARK SOUTH

Contractor: R.E. Schultz Construction, Inc.

Address: 1767 North Batavia Street, Orange, CA 92865

Contact: Richard Schultz

Contractor's License No.: 1007195

Phone: 714-649-2627

DIR Number: 1000033385

BID DUE DATE: Wednesday, April 23, 2025 at 11 AM

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Public Works Project 399, hereby proposes and agrees to furnish all labor, materials, equipment, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	EA	Install 20' x 20' Shade Structure per manufacturer's plan (includes removal of existing abandoned concrete foundations, engineering*, structure, dewatering**, new foundations, installation, freight and taxes)	\$ 98,220.00	\$98,220.00
			Ninety Eight Thousand Two Hundred and Twenty Dollars		
			PER EA		
2.	100	SF	Remove and Replace 4" Thick Concrete Pad	\$ 56.50	\$5,650.00
			Fifty Six Dollars and Fifty Cents		
			PER SF		

NOTE:

Per Public Contracts Code Section 20103.8(a), the lowest bid shall be the lowest bid price on the base contract without consideration of the optional additive bid item.

TOTAL AMOUNT OF BASE BID: \$ 103,870.00

TOTAL AMOUNT OF BID IN WORDS: One Hundred and Three Thousand Eight Hundred and

Seventy

Dollars

(Please Print Total Amount of Bid in WORDS)

PROPOSAL BID SHEET
CITY OF CYPRESS PROJECT 399
SCHEDULE OF WORK ITEMS

SHADE STRUCTURE AT MAPLE GROVE PARK SOUTH

Contractor: Golden Coast Construction

Address: 1040 S Cypress St, Ste J, La Habra, CA 90631

Contact: Stephen Nolin

Contractor's License No.: 1074709

Phone: (562) 201-6137

DIR Number: 1001069298

BID DUE DATE: Wednesday, April 23, 2025 at 11 AM

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Public Works Project 399, hereby proposes and agrees to furnish all labor, materials, equipment, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	EA	Install 20' x 20' Shade Structure per manufacturer's plan (includes removal of existing abandoned concrete foundations, engineering*, structure, dewatering**, new foundations, installation, freight and taxes)	\$94,968.61	\$94,968.61
					
			PER EA		
2.	100	SF	Remove and Replace 4" Thick Concrete Pad	\$10,552.07	\$10,552.07
					
			PER SF		

NOTE:

Per Public Contracts Code Section 20103.8(a), the lowest bid shall be the lowest bid price on the base contract without consideration of the optional additive bid item.

TOTAL AMOUNT OF BASE BID: \$ 105,520.68

TOTAL AMOUNT OF BID IN WORDS: One hundred five thousand five hundred twenty dollars and sixty-eight cents.

Dollars

(Please Print Total Amount of Bid in WORDS)