

**From:** [Mendez, Zacharias](#)  
**To:** [Downtown West Project](#)  
**Subject:** Fw: Maintenance Matrix  
**Date:** Tuesday, April 13, 2021 3:26:46 PM

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FYI - AB900 Records

**ZACHARIAS MENDEZ** | Parks Planner III  
**Parks, Recreation and Neighborhood Services**  
City Hall | Tel: 408.793.4171  
200 East Santa Clara Street, San José, CA 95113  
***Building Community Through Fun***  
[sanjoseca.gov/prns](http://sanjoseca.gov/prns)

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**From:** Burnham, Nicolle <[nicolle.burnham@sanjoseca.gov](mailto:nicolle.burnham@sanjoseca.gov)>  
**Sent:** Tuesday, April 13, 2021 10:57 AM  
**To:** Mendez, Zacharias <[Zacharias.Mendez@sanjoseca.gov](mailto:Zacharias.Mendez@sanjoseca.gov)>  
**Subject:** RE: Maintenance Matrix

Ok. That's good to know. And no concern about maintaining their riparian corridor plantings?

Do you know how we are supposed to get our feedback to google on this?

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**From:** Mendez, Zacharias <[Zacharias.Mendez@sanjoseca.gov](mailto:Zacharias.Mendez@sanjoseca.gov)>  
**Sent:** Tuesday, April 13, 2021 10:16 AM  
**To:** Burnham, Nicolle <[nicolle.burnham@sanjoseca.gov](mailto:nicolle.burnham@sanjoseca.gov)>  
**Subject:** Re: Maintenance Matrix

Hey Nicolle,

Quick update from my conversation with the parks team. Avi is comfortable with most of the language in the matrix. He believes that "day to day custodial duties" does not tie us specifically to daily maintenance, so we should have the flexibility to implement a maintenance schedule consistent with our other parks.

As suspected the dog park maintenance is only thing the team noted that would be above and beyond.

ZM.

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**From:** Burnham, Nicolle <[nicolle.burnham@sanjoseca.gov](mailto:nicolle.burnham@sanjoseca.gov)>  
**Sent:** Friday, April 9, 2021 11:09 AM

**To:** Mendez, Zacharias <[Zacharias.Mendez@sanjoseca.gov](mailto:Zacharias.Mendez@sanjoseca.gov)>

**Subject:** RE: Maintenance Matrix

Ok. let's get our story straight with operations and then we can follow up with G

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**From:** Mendez, Zacharias <[Zacharias.Mendez@sanjoseca.gov](mailto:Zacharias.Mendez@sanjoseca.gov)>

**Sent:** Friday, April 9, 2021 8:04 AM

**To:** Burnham, Nicolle <[nicolle.burnham@sanjoseca.gov](mailto:nicolle.burnham@sanjoseca.gov)>

**Subject:** Fw: Maintenance Matrix

FYI - Google is not expecting more comments, so we may have to engage their team if we need to address something in the matrix.

ZM

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**From:** Tom, Vivian <[Vivian.Tom@sanjoseca.gov](mailto:Vivian.Tom@sanjoseca.gov)>

**Sent:** Thursday, April 8, 2021 4:46 PM

**To:** Mendez, Zacharias <[Zacharias.Mendez@sanjoseca.gov](mailto:Zacharias.Mendez@sanjoseca.gov)>

**Cc:** Downtown West Project <[downtownwest@esassoc.com](mailto:downtownwest@esassoc.com)>

**Subject:** Re: Maintenance Matrix

Hi Zak,

I believe Google is expecting no new comments from the City at this point. Unless there were items not addressed by them (from Nicole previously), we need to wrap things up. However, if you have significant comments that still need to be discussed, do you mind reaching out to Google directly, so updates can happen more quickly? (Paul or Duanne @ Google) The resolutions are being finalized next Tuesday.

Thanks!

Vivian

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**From:** Mendez, Zacharias <[Zacharias.Mendez@sanjoseca.gov](mailto:Zacharias.Mendez@sanjoseca.gov)>

**Sent:** Thursday, April 8, 2021 4:06 PM

**To:** Tom, Vivian <[Vivian.Tom@sanjoseca.gov](mailto:Vivian.Tom@sanjoseca.gov)>

**Cc:** Downtown West Project <[downtownwest@esassoc.com](mailto:downtownwest@esassoc.com)>

**Subject:** Fw: Maintenance Matrix

Hey Vivian,

I am looking to schedule time with our parks team to look at the maintenance matrix and may have some additional comments we would like to send your way to be submitted. We are under the impression this is still possible. Assuming so, do you have a deadline for comments? The earliest I was able to find time with our parks team was Monday, which I am hoping I won't have to push out.

For context, the is concerned that the maintenance matrix may be attempting to hold the public parks to a higher standard than is traditional. The anticipated increase in cost that may result in has not been discussed with the applicant. My meeting with the parks team is intended to determine whether this concern is valid, so comment would only come your way if we made that determination.

Thanks,  
Zak

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**From:** Burnham, Nicolle <[nicolle.burnham@sanjoseca.gov](mailto:nicolle.burnham@sanjoseca.gov)>

**Sent:** Thursday, April 8, 2021 2:02 PM

**To:** Mendez, Zacharias <[Zacharias.Mendez@sanjoseca.gov](mailto:Zacharias.Mendez@sanjoseca.gov)>

**Cc:** Yotam, Avi <[Avi.Yotam@sanjoseca.gov](mailto:Avi.Yotam@sanjoseca.gov)>

**Subject:** Maintenance Matrix

Zak-

The attached file is a page of the maintenance matrix included in the DA. It frames out a series of requirements and standards for park maintenance that we did not discuss. Can you please review this with Avi (or whoever from his team he recommends) and make recommendations on what

standards the city can actually meet? We may need to require modifications to this as a condition of approval.

I was going to send this to Torie but I see she is out and I suspect we will need to provide comments to Vivian ASAP.

-Nicolle