



AGENDA
CITY OF SEASIDE
PARKS AND RECREATION

REGULAR MEETING
VIRTUAL ONLY
Monday, July 20, 2020
5:30 PM

Pursuant to Governor Newsom's Executive Orders [N-29-20](#) and [N-33-20](#), and to do all we can to help slow the spread of COVID-19 (coronavirus) City of Seaside meetings will be adapted in the following ways:

- Meetings of the Seaside City Council and its Boards and Commissions will be conducted with virtual (electronic) participation only. Members of the public may watch the live stream of the City Council and Boards and Commission meetings at <https://bit.ly/SeasideYouTube>
- Members of the public may participate before and during each meeting by submitting comment(s) to dmeewis@ci.seaside.ca.us. The clerk will read each received public comment aloud into the record at the designated time, subject to time limits that may be imposed pursuant to the Brown Act. In the subject line of a public comment email, please specify the meeting body and date and indicate the relevant item number or "general" to help staff easily receive and organize public comments.

1. CALL TO ORDER

PARKS AND RECREATION

Bobby Maxwell	Chair
Rich Cadigan	Vice Chair
James White	Commissioner
Alicia Louise Gaines-Lynch	Commissioner
Willie Gray	Commissioner
Dianne Nielson	Commissioner
Franco Pacheco	Commissioner

2. PUBLIC COMMENT

Members of the public wishing to address the City Council on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to two (2) minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

3. APPROVAL OF MINUTES

A. JUNE 15, 2020 MINUTES

4. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

5. BUSINESS ITEMS

A. DISCUSS AND FINALIZE THE 2020-2021 WORK PLAN

B. UPDATE ON PARKING AT TRINITY PARK

C. UPDATE ON ACTIVITIES AT ROBERT LAKE

D. REVIEW AND DISCUSS THE SEASIDE MUNICIPAL CODE 9.08 AND MAKE RECOMMENDATIONS TO THE CODE

6. REPORTS FROM RECREATION STAFF

7. REPORTS FROM PARKS STAFF

8. REPORTS FROM COMMISSIONERS

9. ADJOURNMENT

**Next Regularly Scheduled Meeting:
August 17, 2020
Time: 5:30 p.m.
VIRTUAL ONLY**

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. Agendas are posted at:
<http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Governor Newsom's Executive Orders N-29-20 and N-33-20.



MINUTES

CITY OF SEASIDE PARKS & RECREATION COMMISSION

**REGULAR MEETING
VIRTUAL ONLY
Monday, June 15, 2020
5:30 p.m.**

1. CALL TO ORDER:

The meeting was called to order at: 5:35 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM:

PARKS & RECREATION COMMISSION:

Bobby Maxwell	Chair	<u> X </u>
Rich Cadigan	Vice Chair	<u> </u> (Excused Absence)
James White	Commissioner	<u> </u> (Excused Absence)
Alicia Louise Gaines-Lynch	Commissioner	<u> X </u>
Willie Gray	Commissioner	<u> X </u>
Dianne Nielson	Commissioner	<u> X </u>
Franco Pacheco	Commissioner	<u> X </u>

STAFF:

Dan Meewis X Terry Navarro X Scott Ottmar X Lesley Milton X

4. PUBLIC COMMENTS:

* Commissioner Maxwell spoke on the behalf of Byrl Smith. Mrs. Smith would like to nominate Terri Edwards to be the caretaker of Capra Park. She lives be Capra Park. She has purchased plants and fixed up the landscape at the park.

5. APPROVAL OF February 10, 2020 MINUTES:

* Dianne Nielson/Franco Pacheco M/S/P

6. REVIEW OF AGENDA:

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

* Commissioners voted on addressing Business Items B and C first then address Business Item A: Franco Pacheco/Willie Gray M/S/P

7. BUSINESS ITEMS:

a. Discuss and Finalize the 2020-2021 Work Plan:

- * Commissioners reviewed and discussed the draft of the Work Plan that Commissioner Cadigan revised. The commissioners on doing some more research and table the 2020-2021 Work Plan to discuss and finalize at the next Parks and Recreation meeting on Monday, July 20, 2020. Dianne Nielson/Willie Gray M/S/P

b. Updates on Recreation Department:

- * Staff reported that since March 16, 2020 it has been a challenge for the Recreation Department. Basically, they have been shut down since that time and will remain shut down throughout the summer. Finances are on a down slope on running programs and they had to make some budget cuts. Staff have been meeting every two weeks with the Directors and City Managers on the Peninsula and meeting with the Health Officer. Staff have been trying to come up with plans on how they can slowly open different sectors of Recreation. The first sector that was open was the essential childcare for essential City staff.
- * Staff reported that just recently the guidelines to reopen Day Camp was released with a lot of stipulations which makes it very challenging. Staff is working on some programs for the summer like "Camp in a Box". They have been focused on their virtual website trying to put on activities in play there. Only a hand full of staff are working. They have been cancelling all reservations and activities since March 16, 2020.
- * Staff reported that their Senior Program has been excelling. They participated in the Great Plate Program. Fifty-one seniors qualified for the program and they received three meals a day from two different restaurants in Seaside. They have been delivering 70 food bags every Friday to the seniors in Seaside. In addition, they been delivering Meals on Wheels daily. City staff had a food distribution with the Food Bank in May and June at City Hall. They plan to have another one in July.
- * Staff reported that the Skate Park and Tennis Courts are now open with guidelines. The Dog Park and Sports Parks are not open yet. The Fire Department shares part of the Oldemeyer Center at this time. There will be a Youth Summer Job Program They will be working in the parks helping maintain them. Several Pet Waste Stations have been installed on upper General Jim Moore Blvd.

c. Updates on Park Operations and Maintenance:

- * Staff reported that there is a small budget for improving the parks. They are looking Improvements to the Sonoma Sport Court with the funding assistance from the Neighborhood Improvement Commission. The budget includes the ADA amenities at Laguna Grande Park. They are going forward with the design of the ADA

merry-go-round. They received some money from the CDBG funding for phase one of Ellis Park. They are looking into completing phase one of Ellis Park late spring of next year. Cutino Park has some bond money left and they are looking into a design for a small parking lot there.

- * Staff reported that Engineering has been tasked a lot of road maintenance and Reconstruction this year. They are looking into installing the solar lights at the Portal Project to light up the Seaside sign at night.

7. REPORTS FROM RECREATION STAFF:

- * Staff reported that the Mother's Day Luncheon and Easter Egg Hunt was cancelled due to COVID-19. However, they delivered Mother's Day gifts to all the seniors in Seaside and they delivered Easter eggs to over 500 families in Seaside. On the City's virtual webpage they had a coloring contest and the winners received swag bags. Staff also put some basic science experiments on the virtual webpage for the community to do. In addition, the Tai Chi instructor has been making fifteen minute videos to put on the City's virtual webpage so the community can do Tai Chi at home.
- * Staff reported that due to the changing environment that COVID-19 has presented to the City budget and loss of city staff to facilities boards and commission meeting there will be changes. They are asking for the Board and Commissions to meet quarterly, and/or as needed for city business. On Thursday, July 02, 2020, there will be a first reading – roll call vote on introduction of an ordinance amending Seaside Municipal Code Section 2.14 Boards and Commissions.

8. REPORTS FROM PARKS STAFF:

- * Staff had no additionally information.

9. REPORTS FROM COMMISSIONERS:

- * Commissioner Nielson reported that the Mother's Day gift deliveries made her friend very happy.
- * Commissioner Pacheco and Commissioner Maxwell thanked all the staff for sharing all the information in this meeting.

10. ADJOURNMENT: The meeting was adjourned at 6:30 p.m.

Next Regularly Scheduled Meeting

August 17, 2020

Time: 5:30 p.m.

VIRTUAL ONLY

Attachments
From the
June 15, 2020
Meeting



<http://www.ci.seaside.ca.us/>

CITY OF SEASIDE

Recreation and Parks Commission

FY 2020-2021 Work Plan & FY 2019-2020 Accomplishments

Members

Bobby Maxwell, Chair
Rich Cadigan, Vice Chair
James White
Alicia Gaines-Lynch
Willie Gray
Dianne Nielson
Franco Pacheco

Staff Liaisons

Dan Meewis,, Recreation Director
, City Engineer
David Fortune, Public Works Superintendent

MISSION STATEMENT

The mission of the Seaside Recreation and Parks Commission is to promote and advocate for parks and recreation services in an advisory capacity, to advance and preserve parks and recreation services, and to ensure safe parks and recreation facilities are available for all residents and visitors to the City of Seaside.

HISTORICAL BACKGROUND

The City of Seaside Recreation and Park Commission consists of seven appointed members who hold office for three years. The Commission was established by Ordinance No. 1 on October 13, 1954. At that time SECTION 1-218 authorized the creation of three special committees of three members each; Recreation and Parks Committee, Public Works Committee and Financial Committee. Since then the committee structure was replaced by a Commission structure. Currently the duties of the Recreation and Park Commission are:

1. To act in an advisory capacity to the City Council, Recreation Director and the boards of trustees of the school districts and to cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming.
2. Recommend policies on recreational services and facilities to the Recreation Director and the City Council;
3. Consult with the Recreation Director on matters relating to the administration and development of recreation areas, facilities, programs and improvements.
4. Make periodic inventories of recreation services that exist or may be needed and interpret the needs of the public to the City Council, the school boards of trustees and to the Recreation Director.
5. Aid in coordinating recreation services with the programs of other public agencies and voluntary organizations.
6. Advise the Recreation Director in the preparation of the annual budget and a long-range recreation capital improvement program.
7. Advise the Recreation Director in the preparation of the annual budget and a long-range recreation capital improvement program.

8. Advise the City Council on matters regarding trees, plants, landscape, etc.
9. Develop, keep current, and aid in the facilitation of a plan for the development, conservation and care of trees, trails, and parks.
10. Develop and review annually a long-range plan for trees and parks, both naturally occurring and planned.
11. Review, in cooperation with other City Commissions, plans for landscape, planting, trails, etc.
12. Coordinate or conduct planned projects for the advancement trees, parks, and other outdoor recreational areas.
13. In collaboration with other City Commissions, inform residents regarding landscape projects and care.

FY 20-21 WORK PLAN

The Seaside Recreation and Parks Commission desires and encourages community participation in the decision making process.

<i>GOAL/OBJECTIVE</i>	<i>PROPOSED ACTIVITIES</i>	<i>PRIORITY RANKING</i>	<i>TIMELINE FOR COMPLETION</i>
FY 20-21 CIP and budget review	To review, consider and endorse recommended budget for FY 20-21.	High	June 2020
Promote public input	Gather, review, and endorse needs.	High	June 2020
Seek grant funds	Advocate and seek public funds available through the Office of Grants and Local Services and National Recreation and Park Association, etc.	High	Ongoing
Submit CDBG Grant	Submit a competitive grant in order encumber funds.	High	September 2020
Work cooperatively with FOSPA and other City Commissions	Collaborate with other City Commissions and FOSPA.	Medium	June 2021
Seek Input for needs within Recreation Department & funding for those needs	Gather, review, and endorse needs and funding for inclusion in FY 21-222 budget.	High	March 2021
Attend workshops	Encourage Commissioner attendance.	Medium	June 2021

PRIOR YEAR ACCOMPLISHMENTS

<i>GOAL/OBJECTIVE</i>	<i>ACTIVITIES SUPPORTING GOAL</i>	<i>STATUS</i>
Submitted SPP Grant	Submitted a competitive grant in order to encumber funds available to underserved CA communities.	Completed
Provide doggy bag stations at all parks	Allocated funding and personnel for installation.	Completed
Major renovation of Cutino Park	Opened to public August 2019	Completed
Improve Highland Otis Park	Allocated funding for Playground structure, BBQ, ADA, volleyball court improvements	Completed
Improve Metz Park and Rubio Field	Allocated funding for ADA improvements, Basketball and Futsal resurface and stripe	Completed
Roberts Lake ECO Park Peace Pole	Provided funding and locations for Peace Poles	Completed
Improve Durant Park	Allocated funding for Playground structure, ADA and BBQ improvements	Completed
Community input regarding Manzanita Stuart Park	Public forum held regarding facility additions and construction.	Completed
Community input regarding Ellis Park	Public forum held regarding park improvements	Completed
Improve basketball court at Capra Park	Allocated funding for resurface	Completed
Attend Parks and Recreation Workshops during FY 19-20	Five members attended various workshops	Completed

ONGOING PROJECTS

<i>PROJECT</i>	<i>ACTIVITIES</i>
Manzanita Stuart Park	Continue to seek community input into park as required by grant
Recreation and park facilities	Encourage attendance to all parks, recreation center, pool and facilities.
Promote recreation and park activities	Blues in the Park, youth, adult and senior activities.
Monitor park improvements	Elis Park, Laguna Grande, Capra Park, Highland Otis Park, and Manzanita Stuart Park.
Work collectively with Environmental Commission	Promote and recommend flora in parks and around the City
Work collectively with Homeless Commission	Provide solutions to ensure parks, trails, landscape, and adjacent park areas can be enjoyed by all
ADA playground equipment	Provide ADA playground equipment at Laguna Grande Park



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Recreation and Parks Commission

FY 2020-2021 Work Plan & FY 2019-2020 Accomplishments

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Staff Liaisons

Dan Meewis, Recreation Director
Nisha Patel, City Engineer
David Fortune, Public Works Superintendent

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FY 20-21 WORK PLAN

The Seaside Recreation and Parks Commission desires and encourages community participation in the decision making process.

<i>GOAL/OBJECTIVE</i>	<i>PROPOSED ACTIVITIES</i>	<i>PRIORITY RANKING</i>	<i>TIMELINE FOR COMPLETION</i>
FY 21-22 CIP and budget review	To review, consider and endorse recommended budget for FY 21-22.	High	March 2021
Promote public input	Gather, review, and endorse needs.	High	Ongoing
Seek grant funds	Advocate and seek public funds available through the Office of Grants and Local Services and National Recreation and Park Association, etc.	High	Ongoing
Submit CDBG Grant	Submit a competitive grant in order encumber funds.	High	September 2020
Work cooperatively with FOSPA and other City Commissions: Homeless, NIC, SAHC, Environmental	Collaborate with other City Commissions and FOSPA.	Medium	Ongoing
Seek Input for needs within Recreation Department & funding for those needs	Gather, review, and endorse needs and funding for inclusion in FY 21-22 budget.	High	March 2021
Attend workshops	Encourage Commissioner attendance.	Medium	Ongoing
Explore Trail System in Seaside	Look for areas of improvement and connectivity	Medium	March 2021
Review greenspace area along GJM Blvd	Research possible uses for area	High	March 2021

Park Clean up	Have commission lead park clean up days	Medium	Monthly
Review Seaside Municipal Code section 9.08	Make necessary amendments to code	High	March 2021
Blues in the Park collaboration	Have commission have more of a hands on approach with	Low	Spring/Summer 2021
Institute Adopt a Park program	Put together policies and guidelines for a community base program	Low	Spring 2021

PRIOR YEAR ACCOMPLISHMENTS

<i>GOAL/OBJECTIVE</i>	<i>ACTIVITIES SUPPORTING GOAL</i>	<i>STATUS</i>
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Improve Metz Park and Rubio Field	Allocated funding for ADA improvements, Basketball and Futsal resurface and stripe	Completed
Roberts Lake ECO Park	Provided funding and	Completed

Peace Pole	locations for Peace Poles	
Improve Durant Park	Allocated funding for Playground structure, ADA and BBQ improvements	Completed
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Work collectively with Environmental Commission	Promote and recommend flora in parks and around the City
Work collectively with Homeless Commission	Provide solutions to ensure parks, trails, landscape, and adjacent park areas can be enjoyed by all
ADA playground equipment	Provide ADA playground equipment at Laguna Grande Park

9.08.010 Definitions.

“City park” shall mean any outdoor area owned or operated by the City and open to the general public for recreational purposes, regardless of any fee or age requirement, including but not limited to: parklands, including portions of parks, such as picnic areas, playgrounds, or sports fields; walking paths; gardens; hiking and nature trails; bike paths; horseback riding trails; athletic fields; and skateboard parks. “City park” shall also include a parking lot or any other area designated or primarily used for parking vehicles of persons accessing the City park. This definition shall not apply to any public street located outside of a City park that is designed and intended for regular motor vehicle travel or designated bicycle lanes located within such street.

9.08.060 Prohibitions generally.

H. Picnic Areas and Use. No person using a park shall:

1. Picnic, lunch or loiter in a place which interferes with the use of active recreation areas. City park caretakers or recreation personnel shall have the authority to regulate the activities in such areas when necessary to prevent congestion and to secure the maximum use for the comfort and convenience of all. Visitors shall comply with any directions given to achieve this end. ~~Individual fireplaces,~~ City owned permanent park BBQ’s, tables and benches shall be used on the basis of “first-come, first-served” unless reserved by permit.

- K. Go upon any planter area, lawn or grass plot where prohibited by the Director and which prohibition is indicated by sign, or in the absence of such sign, where it is clear that going upon the planter area, lawn or grass plot will damage such area.
- L. Loiter, lay, sleep, rest, sit, in a manner that blocks or partially blocks any walkway, trail, athletic field, playground equipment, parking space, or any other area designated or primarily used for parking vehicles of persons accessing the City park.
- M. Place objects, articles, bicycles, shopping carts, or personal belongings in a manner that blocks or partially blocks any walkway, trail, athletic field, playground equipment, parking space, or any other area designated or primarily used for parking vehicles of persons accessing the City park.
- O. Indulge in riotous, boisterous, threatening, indecent, or immoral conduct or abusive, threatening, or profane language.
- P. Use of tobacco shall not be permitted within twenty-five feet of playgrounds, skateparks, athletic fields, park trails, walkways, and tot lot sandbox areas, as the terms are defined in California Health and Safety Code Section [104495\(a\)](#).

“Tobacco or tobacco related product” shall have the following meanings:

1. A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff.
2. A product containing, made, or derived from any other weed or plant, including products made with cannabis, that is smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff. This subsection shall not apply to food products intended for nourishment and sustenance.
3. An electronic device that delivers nicotine, cannabis, or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah.

“Use” shall mean lighting, heating, burning, smoking, chewing, ingesting, snorting, sniffing, inhaling, absorbing, dissolving, and vaping.

- Q. Violate any federal, state or local law, rule or regulation;