



AGENDA
CITY OF SEASIDE
PARKS AND RECREATION

REGULAR MEETING
VIRTUAL ONLY
Monday, November 16, 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 Board 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. AUGUST 17, 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 CHANGING THE FEBRUARY 15, 2021 MEETING DUE TO THE CITY OBSERVED HOLIDAY

B. PROP 68 PER CAPITA FUNDS ALLOCATION

C. DISCUSS AND MAKE REQUEST TO NEIGHBORHOOD IMPROVEMENT COMMISSION FOR ALLOCATION OF FUNDS FOR PARKS AND RECREATION COMMISSION PROJECTS

D. REVIEW AND DISCUSS WORK PLAN ASSIGNMENTS

6. REPORTS FROM RECREATION STAFF

7. REPORTS FROM PARKS STAFF

8. REPORTS FROM COMMISSIONERS

9. ADJOURNMENT

**Next Regularly Scheduled Meeting:
February 2021
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, August 17, 2020
5:30 p.m.**

1. CALL TO ORDER:

The meeting was called to order at: 5:41 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM:

PARKS & RECREATION COMMISSION:

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

STAFF:

Dan Meewis X Terry Navarro X Nisha Patel X

4. PUBLIC COMMENTS:

* None

5. APPROVAL OF June 15, 2020 MINUTES:

* Rich Cadigan/Franco Pacheco M/S/P

6. BUSINESS ITEMS:

a. Discuss and Assign Commissioners to be Liaisons for Other City Commissions:

- * Commissioner Cadigan stated he would be the liaison for the Homeless Committee.
- * Commissioner Pacheco stated he would be the liaison for the Neighborhood Improvement Commission.
- * Commissioner Nielson stated she would be the liaison for the Environmental Committee
- * Commissioner Maxwell stated he would fill in when necessary.
- * They will check with Commissioner White, Commissioner Gaines-Lynch and Commissioner Gray later to see what they would like to do.

b. Discuss and Assign Work Plan Assignments:

- * Commissioner Pacheco, Commissioner Cadigan and Commissioner Maxwell will work on “Explore Trail System in Seaside”.
- * Commissioner Pacheco, Commissioner Cadigan and Commissioner Maxwell will work on “Review Greenspace Area Along General Jim Moore Blvd”.
- * Commissioner Cadigan and Commissioner Nielson will work on “Park Clean Up”.
- * Commissioner Cadigan will work on “Review Seaside Municipal Code Section 9.08”.
- * Commissioner Cadigan will work on “Blues in the Park Collaboration”.
- * Commissioner Cadigan will work on “Institute Adopt a Park Program”. He will work on the Robert’s Lake Eco-Recreation Station and Trinity Park
- * Commissioner Nielson will work on “Work with the Environmental Committee for Tree Plantings”. She would work on planting the 15 trees.
- * Commissioner Pacheco will work on “Implement a Bi-Annual Drown Proofing Program for Local Youth”.

c. Update on Laguna Grande Park ADA Equipment:

- * Staff reported that they will be receiving a proposal soon and then they will select a consultant to start the design of the parking lot and pathway to the ADA equipment.
- * Staff reported that they already have a contractor and design for the ADA equipment and they are just waiting for the parking lot and pathway squared away. Once they get the request back on the parking lot and pathway and they pick a designer, they can move forward.

7. REPORTS FROM RECREATION STAFF:

- * Staff reported that they will be hosting another food drive at City Hall on Saturday, August 22, 2020 from 9:30 a.m. to 11:30 a.m. If any of the Commissioners would like to volunteer, please let staff know. Staff is working with the Food Bank to have a food drive once a month to the end of the year.
- * Staff reported that they are working with the Food Bank on delivering 80 food packs (with something else like a mask, brain teasers, etc.) on Fridays to the seniors in Seaside.
- * Staff reported that they attended a meeting about the Per Capita funds last week and that was the first step so they can get the \$177,000.00. They need to submit their project and application by December 2020. They have to have funds already on the books for the project they are working on. Staff suggested the Ellis Park would be a project to submit. However, the Commissioners will be able to discuss how they would like to allocate the funds at the November 16, 2020 Parks & Recreation Commission meeting.

- * * Staff reported that they are working with the superintendent of MPUSD. Starting on August 30, 2020 they are opening up Soper Community Center as a distant learning center for the homeless children in Seaside. That way they will have a safe place to go to focus on their distant learning. They can only have 20 children in the building. There will be staff working there with the children. The student will have instructional learning with their teachers from 9:00 a.m. to 12:00 p.m. The second half of the day will be a recreation program with outdoor activities and arts & crafts. The staff will help the students with their assignments. There are 1600 homeless students in MPUSD and over 500 are in Seaside alone.

8. REPORTS FROM PARKS STAFF:

- * Staff reported that they are still waiting for the delivery on the econic boxes. They are working on the parking lot design and relocating the playground at Cutino Park.
- * Staff reported that the resurfacing of the Sonoma Courts is taking longer than planned. They hope to start at the end of September 2020 with the completed date in November 2020. The City Manager applied for a grant \$70,000.00. Part of the grant would be for caretaker units at some of the parks.

9. REPORTS FROM COMMISSIONERS:

- * Commissioner Maxwell reported that he spoke to Leslie about getting an update on the progress on the JPA.
- * Commissioner Neilson reported that she is excited about working with the Environmental Committee about the planting of the trees.

10. ADJOURNMENT: The meeting was adjourned at 6:22 p.m.

Next Regularly Scheduled Meeting

November 16, 2020

Time: 5:30 p.m.

VIRTUAL ONLY

Attachments
from the
August 17, 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 Louise Gaines-Lynch
Willie Gray
Dianne Nielson
Franco Pacheco

Staff Liaisons

Dan Meewis, Recreation Director
Nisha Patel, 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.

GOAL/OBJECTIVE	PROPOSED ACTIVITIES	PRIORITY RANKING	TIMELINE FOR COMPLETION
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
Work with environmental commission for tree plantings	Goal of planting at least 15 new trees in City parks	Medium	Spring/Summer 2021
Implement a bi-annual drown proofing program for local youth	Twice per year field WSI and screened volunteers to run a drown proofing for the community	High	May 2021

PRIOR YEAR ACCOMPLISHMENTS

GOAL/OBJECTIVE	ACTIVITIES SUPPORTING GOAL	STATUS
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	Ellis 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

July 20, 2020