



AGENDA
CITY OF SEASIDE
PARKS AND RECREATION

SPECIAL MEETING
VIRTUAL ONLY
Monday, January 11, 2021
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. November 16, 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. REVIEW AND DISCUSS ON-GOING IMPROVEMENT PROJECTS, AND
MAKE A RECOMMENDATION TO THE NEIGHBORHOOD IMPROVEMENT
COMMISSION TO ALLOCATE FUNDING FOR SELECTED PROJECT**

RECOMMENDATION:

**B. REVIEW AND DISCUSS HAVING THE PARKS & RECREATION
COMMISSION JOIN THE CALIFORNIA ASSOCIATION OF PARKS &
RECREATION COMMISSIONERS & BOARD MEMBERS (CAPRCBM)**

RECOMMENDATION:

6. REPORTS FROM RECREATION STAFF

7. REPORTS FROM PARKS STAFF

8. REPORTS FROM COMMISSIONERS

9. ADJOURNMENT

Next Special Scheduled Meeting:
February 22, 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, November 16, 2020
5:30 p.m.**

1. CALL TO ORDER:

The meeting was called to order at: 5:33 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> X </u>
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 Nisha Patel X

3. GUESTS:

- * Alex Miller – Chair of Neighborhood Improvement Commission
- * Laura Murphy – Environmental Committee

4. PUBLIC COMMENTS:

- * Staff received an email and phone call from Alexandra Sumners. She was inquiring about having a backboard installed at Wheeler Street Tennis Courts near the pickleball court for single tennis playing. She also was inquiring about getting some lighting installed at Wheeler Street Tennis Courts due to daylight saving time.

5. APPROVAL OF June 15, 2020 MINUTES:

- * Rich Cadigan/Dianne Nielson M/S/P

6. BUSINESS ITEMS:

a. Discuss changing the February 15, 2021 meeting due to the City Observed Holiday:

- * Change February's Parks & Recreation Commission meeting to Monday, February 22, 2020 at 5:30 p.m.
Rich Cadigan/Alicia Louise Gaines-Lynch M/S/P

b. Prop 68 per Capita Funds Allocation:

- * Staff reported that they are approaching the deadline for the submission for receiving the per Capita Allocation Funds from the state. The city will be awarded \$177,000.00, however, the funding has to be allocated to a specific project that is currently underway or will be underway in the near future. The funds can only be used as an addition to the funds that are already in the budget or in the works.
- * Staff is recommending that they use the funds towards the Ellis Park project. They currently have some CBDG funds for this project. It makes more sense to use the the per Capita Allocation funds for the Ellis Park project which will get them closer to the goal of having it completed. Commissioner Cadigan and Commissioner White agree with staff. Commissioner Cadigan asked if the funds can be split between two projects. Staff stated they would need to submit another application by December 13, 2020 to do that.
- * Commissioners voted and accepted on using the per Capita Allocation Funds for the Ellis Park Project and then the ADA project at Laguna Grande Park. Willie Gray/Alicia Louise Gaines-Lynch M/S/P. Staff stated that there needed to be a roll call vote on this. A roll call vote was taken and the motion passed with one recusal.
- * Staff reported that Prop 68 has a second round of funding and the application deadline has been extended out to March 2021. The staff plans to submit another application and hopefully they will be granted more funding for park projects.

c. Discuss and Make Request to Neighborhood Improvement Commission for Allocation of Funds for Parks and Recreation Commission Projects:

- * Alex Miller reported that the \$40,000.00 that the Parks & Recreation Commission gave to the Neighborhood Improvement Commission back in 2018 went towards the Seaside sign that is across the street from the Embassy Suites. The sign looks great and is a success. A lot of selfie pictures have been taken by the sign.
- * Alex Miller reported that the Neighborhood Improvement Commission would like to give back and work with the Parks & Recreation Commission. The Neighborhood Improvement Commission would like to give \$40,000.00 to \$50,000.00 to Parks & Recreation Commission to help with some park projects.
- * The Commissioners and staff discussed funding and improvements for Highland Otis Park, Manzanita Stuart Park, Lincoln Cunningham Park, the bridge connecting Manzanita Stuart Park to Lincoln Cunningham Park and the Fire House.

- * Laura Murphy from the Environmental Committee reported that they have planted pollinating plants at Lincoln Cunningham Park. The park is being steward by Sustainable Seaside and they have built an outreach outlet for the park. If Lincoln Cunningham Park is going to be one of the parks they are going to improve, Laura encouraged the Parks & Recreation Commission to work with Sustainable Seaside in order to do more outreach.
- * The Commissioners voted and accepted to have a special meeting on January 11, 2021 at 5:30 p.m. to give guidance to the Neighborhood Improvement Commission. Franco Pacheco/Willie Gray M/S/P. A roll call vote was taken and the motion passed.

d. Review and Discuss Work Plan Assignments:

- * Commissioner Cadigan reported on the clean-up at Trinity Park. He sent pictures to staff on the clean-up. He also did some clean-up of the ivy at Roberts Lake Eco-Recreation Station.
- * Commissioner Nielson reported on the tree research to plant in the parks or open spaces in Seaside. She has been communicating with Laura Murphy and the Beth Rocha (staff liaison for the Environmental Committee) about native trees that can be planted. Commissioner Nielson has a list of possible tree to plant and she has been pricing them. If they plant fifteen trees it will be around \$3,000.00 for the materials. She also has been looking at places that might already have access to watering. It would need to go through the Architectural Review. Public Works are short staff, so it would be better to see if anyone would adopt these trees and water them until they were established. Lincoln Cunningham Park is one of the parks that would be a good place to plant some trees.
- * Commissioner Pacheco presented the enclosed slide show. He stated he is the liaison to the Neighborhood Improvement Commission. He met with Alex Miller (Chair) and will attend their meeting on December 01, 2020. He is collaborating with the Neighborhood Improvement Commission in regards to Lincoln Cunningham Park. Commissioner Pacheco also reported on his research and shared his ideas of a plan, cost and what equipment is needed to improve the Mescal-Broadway Trailway. This trail is a one-mile stretch of land between Mescal and General Jim Moore. Lastly, Commissioner Pacheco reported on a Bi-Annual Drown Proofing Program for local youth. Drown Proofing is an aquatic safety education program. Swimmers and non-swimmers would gain water safety skills according to each individual's ability.
- * Commissioner White stated he would like to become the liaison to the Homeless Committee. He also would like to work with Commissioner Cadigan on "Institute Adopt a Park Program".
- * Commissioner Gaines-Lynch stated she would like to work with Commissioner Cadigan on "Blues in the Park Collaboration".

- * Commissioner Gray will look at the Work Plan to see what he may want to do.
- * Commissioner Maxwell will help the other Commissioners if needed.

7. REPORTS FROM RECREATION STAFF:

- * Staff reported that they had a virtual City Birthday and celebration on October 13, 2020. They had a Facebook live cake cutting and a drive-thru cupcake pick up at the Oldemeyer Center. They had an online scavenger hunt contest and a children's word trivia contest where the children were entered in a contest to win a bike. They held one in person day camp in the fall. They did follow the county covid-19 guidelines. They had nine children enrolled. It does not look like the pool will be opening anytime soon.
- * Staff reported that they will be hosting another food drive at City Hall on Saturday, December 12, 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 reported that they are working with the Food Bank on delivering 115 food packs (with something else like a mask, brain teasers, etc.) on Fridays to the Seniors in Seaside.
- * Staff reported that the Great Plate Program has been extended out to December 08, 2020. There are 53 participants in Seaside that get three meals a day delivered from Googie Grill or from Angelina's Bakery. This program has been extended on a monthly basis.
- * Staff reported that they partnered up with Monterey County, Community Partnership of Youth and MPUSD and had a drive-thru Halloween Bonanza at Seaside High School. It featured a competition between 27 spooky display booths and bags upon bags of candy and stuffed animals donated from around 40 Central Coast organizations including the Seaside Police Department, Monterey County Food Bank, Salinas Valley Rotary Club and All-in. This was on Saturday, October 31, 2020. They gave out 1000 bags of candy to the children.
- * Staff reported that they plan on doing a live Facebook tree lighting event in December and a drive-thru event with Santa for the children. They plan on doing their Senior Christmas luncheon on December 19, 2020. They will be delivering the meals and gifts to the Seaside seniors. If any of the Commissioners would like to volunteer, please let staff know.

8. REPORTS FROM PARKS STAFF:

- * Staff reported that the Sonoma Sport Court was completed last week. The court is lined Futsal and Basketball. You can also play hockey, soccer and hand ball at the court. There will be a Grand Opening on Wednesday, November 18, 2020 at 4:00p.m. There will be a live stream on Facebook.

- * Staff reported that they are working on the design of the parking lot at Cutino Park. They are still waiting for a proposal to include the design of the playground and a pump track. The playground will be adjacent from the parking lot. The pump track would be north of the playground in between the homes and the Boys and Girls Club.
- * Staff reported that the ADA design and the ADA feature at Laguna Grande Park is being worked on by the City Engineers.

9. REPORTS FROM COMMISSIONERS:

- * Commissioner Neilson reported that she attended the Crime Prevention Through Environmental Design Zoom workshop. She got some great ideas on maintaining a park. She also attending a FOSPA meeting on October 29, 2020. She stated that she will volunteer at the food drive at City Hall on December 12, 2020.
- * Commissioner Maxwell reported that he got together with FOSPA at Farallones Park on Saturday, October 03, 2020 and he helped spread the wood chips in areas of the park. Commissioner Neilson was there too. He also went around to the different parks in Seaside to make sure everything was going okay. Commissioner Maxwell did volunteered at the last two food drives at City Hall. Lastly, he stated that he is proud to be part of this Commission and thanked all the Commissioners for their hard work that they do for the community.

10. ADJOURNMENT: The meeting was adjourned at 7:10 p.m.

Next Special Scheduled Meeting
January 11, 2021
Time: 5:30 p.m.
VIRUAL ONLY

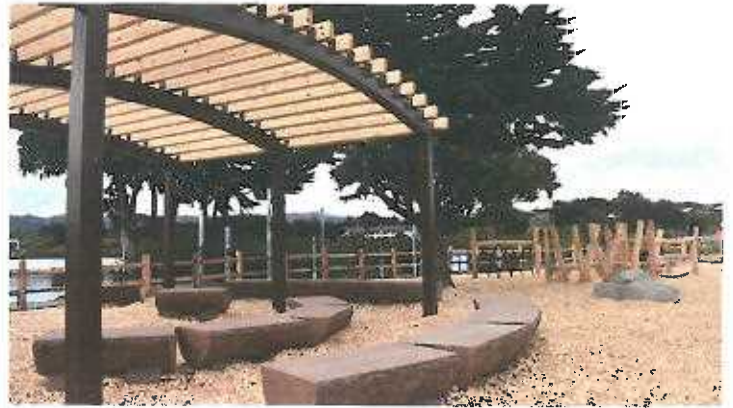
Attachments
from the
November 16, 2020
Meeting



**SEASIDE
CALIFORNIA**

City of Seaside
Recreation and Parks Department

986 Hilby Ave
Seaside, CA 93955
831-899-6800



ADOPT A PARK PROGRAM

Creating Community through People, Parks and Programs

About Adopt A Park

Adopt A Park is a City of Seaside program that allows community volunteers to assist in the care and maintenance of City parks, playgrounds, and open space areas. Adopt A Park maximizes our community's resources with the focus of protecting our outdoor facilities. Most of the City's parks, picnic areas, athletic fields, playgrounds, and open spaces can be adopted.

Who can Adopt A Park?

- Individuals
- Local businesses
- Schools
- Service clubs
- Youth groups

What can we do when we Adopt A Park?

- Painting and cleaning
- Planting and maintaining landscaped areas
- Clean-up picnic areas and playgrounds
- Donate funds for purchase of supplies and maintenance of the above areas

Adopt A Park Guidelines

- To adopt a City Facility, please contact the City of Seaside Recreation and Parks Department at 831-899-6800.
- Individuals/groups must apply in order to adopt a park. The application is attached. All proposed work is subject to City staff approval. At times, City staff may work with the individual/group to locate appropriate assignments or donation opportunities.
- Request to adopt a specific park are processed on a first-come, first-serve basis. The Recreation Director shall have final determination as to whether an individual/group can participate and make final assignments.
- Each volunteer is required to register as a City volunteer and sign a waiver before participating in the program. A parent or guardian's signature is required for all persons under the age of 18. When minor's participate, the volunteer organization must have emergency contact information accessible at the site. There shall be one adult supervisor for every five children.
- All volunteers shall conduct themselves in a safe manner while participating in the Adopt A Park program. In addition, each volunteer shall wear gloves and/or safety glasses when deemed applicable. Power equipment of any kind shall not be used by volunteers.

Adopt A Park Guidelines & Regulations

Work in City Parks, picnic areas, athletic fields, playgrounds, and open spaces shall be done in a safe manner

- Wear light or bright colored clothing, hard sole shoes and use gloves or safety glasses if applicable
- Use sun block and/or wear a hat
- Use proper lifting techniques
- Work only during park hours and always with two or more people
- Take breaks, drink liquids, and dress appropriately. Do not overexert yourself
- Do not bring small children or pets unless they can be closely monitored
- Never pick-up material/objects that you or others deem as hazardous or dangerous. Immediately call 911

Click [here](#) for the City of Seaside Recreation Services page

Click [here](#) for the City of Seaside Illness and Injury Prevention Program (2018)

Click [here](#) for the City of Seaside Parks and Recreation Area Municipal Code

City of Seaside Park Descriptions

Seaside Mini-Parks

Beta Park

This is a small neighborhood park situated off Elm Street. Facilities at the site include a children's playground, open play area and paved pathway.

Capra Park

Capra Park is located at the corner of Sonoma Avenue and Luzern Street. Facilities include two playground areas (upper and lower), a picnic area and paved pathways.

Durant Park

This park is located at the corner of Wanda Avenue between Vallejo Street and Darwin Street. Facilities include a playground area, an open play area, picnic and barbecue area, benches, and paved pathways.

Ellis Park

Ellis Park is located off Hilby Avenue adjacent to the Oldemeyer Center. This park is currently undergoing a complete renovation with an estimated re-opening in fall 2021.

Encanto Park

Farallones park

This park is located off Hilby Avenue between Flores Street and Harding Street. Facilities at the site include a playground area, open play area, paved pathways and small parking area.

Fernando Montgomery Park

This park is located on Fernando Street between Mingo Ave. and San Pablo Ave.

Highland Otis Park

Pacheco Work Plan Assignments

Parks & Rec Commission

Neighborhood Improvement Commission Liaison

- Met with Alex Miller Chair & will be attending the Dec 1st Meeting
 - Collaboration w/ Neighborhood Improvement Lincoln Cunningham
 - Lights
 - Artificial Turfing
 - Landscaping
 - Numerous complaints
 - Wall Ball Court
 - Would like to begin a sponsorship program for neighborhood parks to get improvements
 - An adopt-a-park program similar to one that San Bruno uses:
<https://www.sanbruno.ca.gov/civicax/filebank/blobdload.aspx?BlobID=23946>
- They would like to be involved in the Mescal- Broadway Trailway project that is on our work plan.

Mescal- Broadway Trailway Pg. 1 of 3

Location: 1 mile stretch of land between Mescal and General Jim Moore. The exact parcel refenced runs from Broadway to the Del Rey Oaks border.

Plan: Create a 2-mile Wellness Loop with Fit-trail stations in increments. This will serve to create a Green Space that is usable to the adjoining community and give citizens an alternative to walking to the Frog Pond Trail while also updating blight.

Cost: Paving and moderate leveling: \$250k average from calling 5 different cities about similar projects.

Equipment: 10 dedicated workout/exercise stations \$7k.

Example



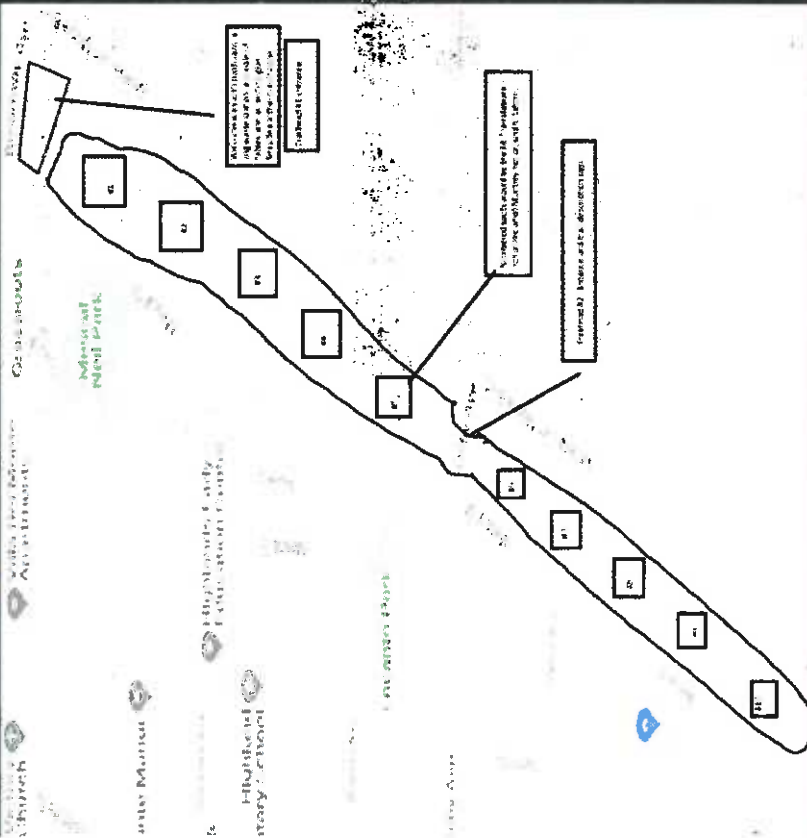
Mescal- Broadway Trailway Pg. 2 of 3

Cost offset: Offer each station as a sponsored location with sign (Fit-Trails and several other companies offer sponsor signs to match the equipment design)

Possibly naming rights? In Rockport, ME, Pen Bay Medical Center has sponsored a Wellness Trail in the adjoining Green Space. Perhaps a Montage?

1st Hurdle: Other than the obvious cost. Currently zoned as RS-8 need it to be re-zoned as OSR.

Mescal-Broadway Trailway



Drownproofing Pg. 1 of 3

Drownproofing is an aquatic safety education program. Swimmers and non-swimmers will gain water safety skills according to each individual's ability. Students should know that they will go into deep water if they choose to be tested. Non-swimmers will be in the shallow area of the pool where they can stand up. Participants will complete a day of classroom in addition to in-pool lessons covering 4 core concepts.

Personal Safety: How do I save myself if I were to get into trouble in the water?

- Briefly discuss the causes of drowning.
- Discuss expectations and student responsibilities.
- Screening will be done based on swimming ability to place students in instructional groups.
- Skills will be taught based on where the assessment has placed the student: deep water or shallow water.

Personal Flotation Devices (PFDs): Your Friend for Life

- Discuss proper size, shape and types of PFDs.
- Demonstrate how to put on a PFD on land and in water.
- Observe a demonstration on the use of the five classes of PFDs.

Non-Swimming Rescues: How do I save someone safely without endangering myself?

- Discuss and demonstrate the proper steps when evaluating an emergency situation.
- Perform a non-swimming rescue.

Cold Water Survival: Cold Water Can Kill

- Briefly discuss hypothermia and cold water survival.
- Swim with a long pair of pants and long-sleeved shirt.
- Inflate clothing to make a flotation aid.

Drownproofing Pg. 2 of 3

Methodology

Offer 3 x 2 Hour sessions

Each session would have 48 youth or (6 groups of 8)

Session would be held at Oldemeyer in the Auditorium for check in and presentation.

30 Minutes: Basic information and slideshow

5 Minutes: travel to Pool

5 Minutes: Drowning in and lifesaving demonstration

20 Minutes: Testing and Group assignment

60 Minutes: Cycle through 3 Stations (dependent on skill level)

Station Breakdown by level:

Some Float (F) skill:

#1 Rescue Float and short distance Swim

#2 Personal Flotation Devices (PFD) and Non-Swimming Rescues

#3 Cold Water and common item use for flotation

No Float (NF) Skill:

#1 Basic Floating and edge safety

2 PFD and Non-Swimming Rescues

3 Cold Water and common item use flotation

Drownproofing Pg. 3 of 3

