



AGENDA
CITY OF SEASIDE
PARKS AND RECREATION

SPECIAL MEETING
HYBRID (VIRTUAL & IN-PERSON)
440 HARCOURT AVE (CHAMBER)
Monday, November 7, 2022
5:30 PM

NOTICE: *The City Council and the City's Boards, Commissions and Committees, will hold its public meetings in person, with a virtual option for public participation based on availability. The City of Seaside utilizes Zoom tele-conferencing technology for virtual public participation; however, we make no representation or warranty of any kind, regarding the adequacy, reliability, or availability of the use of this platform in this manner. Participation by members of public through this means is at their own risk.*

VIRTUAL PUBLIC PARTICIPATION INSTRUCTIONS

1. To view this meeting: Please click on the following link to the City of Seaside's Recreation YouTube Channel: https://www.youtube.com/channel/UC8Y_aD_dLjYsqZYtSwnaKNg

2. To participate in this meeting: Using the Zoom application on your smart phone, laptop, tablet or desktop and click on this link: <https://ci-seaside-ca-zoom.us/j/89130428445?pwd=V0Y1Zk12TkXaFICZnpGWnh2OTE4dz09>

WEBINAR ID: 891 3042 8445

3. To participate by phone: Please call (669) 900-9128
Enter the meeting ID 891 3042 8445 and passcode 343311 when prompted. There is no participate code – press the pound sign # after the recording prompts you.

4. To make public comment, the following options are available:

Before the Meeting via Email: Written comments can be emailed to dmeewis@ci.seaside.ca.us Include the following subject line: "Public Comment Item #____" (insert the agenda item number relevant to your comment). Written comments must be received at least two (2) hours prior to the meeting time on the day of the meeting.

During the Meeting via Oral Comments: When the Chair calls for public comment, attendees can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9.

IN PERSON PARTICIPATION INSTRUCTIONS

Members of the public participating in person and wishing to address the Commission may approach the podium when the Chair calls for public comment.

1. CALL TO ORDER

PARKS AND RECREATION

Franco Pacheco	Chair
Bobby Maxwell	Vice Chair
James White	Commissioner
Alicia Louise Gaines-Lynch	Commissioner
Dianne Nielson	Commissioner
Chris Moulton	Commissioner
Robert Daniels	Commissioner
Jeanette Walton	Commissioner

2. PUBLIC COMMENT

Members of the public wishing to address the Commission 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 three (3) minutes. Comments on specific agenda items are heard under that item. For the public record, please state your name.

3. APPROVAL OF MINUTES

A. OCTOBER 17, 2022 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. STUDY SESSION ON TREE PROGRAM

6. REPORTS FROM RECREATION STAFF

7. REPORTS FROM PARKS STAFF

8. REPORTS FROM COMMISSIONERS

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
November 21, 2022
5:30 PM

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:
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MINUTES
CITY OF SEASIDE
PARKS AND RECREATION
COMMISSION

SPECIAL MEETING
HYBRID (VIRTUAL & IN-PERSON)
440 Harcourt Avenue (Chamber)
Monday, October 17, 2022
5:30 p.m.

1. CALL TO ORDER:

The meeting was called to order at: 5:30 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM:

PARKS & RECREATION COMMISSION:

Franco Pacheco	Chair	<u> </u>	(Excused Absence)
Bobby Maxwell	Vice Chair	<u>X</u>	
James White	Commissioner	<u>X</u>	
Alicia Louise Gaines-Lynch	Commissioner	<u> </u>	(Excused Absence)
Dianne Nielson	Commissioner	<u>X</u>	
Chris Moulton	Commissioner	<u>X</u>	
Robert Daniels	Commissioner	<u>X</u>	
Jeanette Walton	Commissioner	<u>X</u>	(Excused Absence)

STAFF:

Dan Meewis X Nisha Pastel X

3. GUESTS:

- * Laura Murphy – Environmental Committee/FOSPA
- * Carol Mikkelsen – FOSPA
- * Constance Constable – Pickleball
- * Alex Miller – Neighborhood Improvement Commission

4. PUBLIC COMMENTS:

- * Constance Constable thanked the Commissioners and the City Council for approving Pickleball at Wheeler Street Tennis Courts. She asked if the courts could be resurfaced. Constance stated that there are some residents that are willing to donate funds for the resurfacing of the courts.
- * Laura Murphy encouraged the Parks & Recreation Commission to direct staff (or to do it themselves as Commissioners, or to engage a consultant) to develop a clear program plan that includes outreach, education, and follow-up to residents who would receive a free tree through such a project. She stated that there are many details involved in implementing such a project and questions about those details should be answered before moving forward (i.e. What (trees+) will be provided? How? Who will place orders, coordinate outreach, keep track of available funds...? etc.). She stated there are existing models in Salinas and Watsonville that might provide a good template and potentially important 'lessons learned' if Commission members reach out to the leads for those.

* Laura reported that there is significant ongoing (active since late 2019) activity part within City of Seaside neighborhood parks that involves planting trees in public spaces as of the Pollinator Habitat Garden initiative. This is largely led by volunteers and community based organizations (including FOSPA and Sustainable Seaside) and presents a natural opportunity for the Parks & Recreation Commission to partner with those organizations and find more ways to connect residents interested in receiving a free tree through the project to those ongoing activities. There is potential to leverage support from those organizations to conduct or coordinate the outreach, education, and follow-up with participating residents to ensure that trees are planted and maintained well so they will successfully establish, survive and thrive. There is a direct connection between the development of pollinator habitat in the community at large and the success of fruit set in private gardens within Seaside.

* Laura stated that whatever decision is made about where to source the plant materials to be given away, the list should be restricted to plants that are either native to California or that are improved cultivars (varieties) of fruit or nut producing trees that are well suited to the coastal climatic and sandy soil conditions of plants Seaside. It is extremely important to require the vendor/provider to guarantee that the plants have not been treated with systemic pesticides. It would be wise to include some organic soil amendment along with trees given away as part of the establishment plan. It would also help to include information in multiple formats: printed, audio/video, graphic, and with in-person hands-on demonstration opportunities. The information provided should include irrigation and nutrient also management guidelines, together with integrated pest management principles. Consider using the opportunity to connect people to local resources on how to capture, store and use rainwater for landscape irrigation.

5. APPROVAL OF SEPTEMBER19, 2022 MINUTES:

* Dianne Nielson/James White 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)

* None

7. BUSINESS ITEMS

A. DISCUSS THE COMMUNITY GARDEN FUNDS ALLOCATED BY THE NEIGHBORHOOD IMPROVEMENT COMMISSION:

* Staff reported that the Neighborhood Improvement Commission voted on allocating \$5,000.00 to the Parks & Recreation Commission to improve the Community Garden that is currently at Havana Soliz Park. This item is for the Parks & Recreation Commission to discuss and then make recommendations on what they would like to see with the funding.

- * Commissioner Daniels stated he would want raised garden boxes for the Older Adults and soil for the four regular gardens beds that are already there.
- * Commissioner Maxwell stated he agrees with Commissioner Daniels about the raised garden boxes. He discussed different places to get them. He talked about having benches and picnic tables in that park.
- * Commissioner Nielson stated that some of the funds should go for plants. She agrees about the raised garden boxes and they should be movable. She also suggested that some of the funds should go for tools and a place to store them to have access to them.
- * Commissioner Moulton asked if there is any ADA compliance issues with raised garden boxes and/or if they are mobile. Staff stated they would consult the City's attorney, if not the Chief Building Inspector.
- * Staff stated that the Parks & Recreation Commission would need to make recommendation to go to the City Council on how to spend the funds, then the City Council would approve the recommendations or modify them. It would be Public Works staff that would help with the installation and/or putting the boxes out there.

* Public Comment

- ** Laura Murphy wanted to express her enthusiasm and gratitude that the Neighborhood Improvement Commission allocated the funds for the Community Garden. The garden has been undertaken by community member, volunteers with individual citizens providing funding for material support. She stated it is great that the city is getting involved. Laura stated that she is providing technical services exploring and developing a technical assistance program for urban agriculture efforts which includes community gardens. She stated they have been looking at Havana Soliz Park and working with Commissioner Daniels (who is the steward of that community garden) to work on developing a plan. The community garden should be in the master plan of the park. Laura stated she appreciated Commissioner Nielson input about the raised garden boxes being mobile.
- ** Carol Mikkelsen stated the funds should go towards the community garden and not spent for benches and tables.
- ** Alex Miller stated that he has been a Commissioner for seven years and the Neighborhood Improvement Commission is getting their money from the Airbnb tot tax. When you sign up to get an Airbnb license in the city, you are taxed each month and a check is sent to the city for ten percent of the amount you made on your Airbnb. That proven to be a significant amount of money. This money goes for different items. The idea of a community garden came to the Neighborhood Improvement Commission in 2016 from Regina Mason. This has been on the list of things to talk about and to do. When they got this money, the community garden was the first thing they looked at. This agenda item was approved by the Neighborhood Improvement Commission and went to the City Council and

they approved it. The most important thing is the collaboration between the Neighborhood Improvement Commission, the Parks & Recreation Commission and FOSPA so they can work stronger together. The \$5,000.00 is just the start. If there is a need for more money for this project, they will help out and recommend more money for the project.

- * Commissioner voted and accepted the motion "To recommend four elevated garden beds and enough soil to fill them plus the extra soil for the bottom level garden beds. To purchase enough starter seedlings and plants to fill the beds. Any money that is left over would be allocated for a shed and lock for the tools. Robert Daniels/Chris Moulton M/S/P

**B. DISCUSS THE PLAN FOR THE NEIGHBORHOOD IMPROVEMENT:
COMMISSION FUNDING FOR THE TREE PROJECT :**

- * Staff reported that the program does not necessarily have to be a tree giveaway. The funds also could be used to just purchase trees and then plant them within City grounds. This does not have to be finalized at this meeting. It could be a work in progress. The funding from Neighborhood Improvement Commission is \$10,000.00 for this tree project.
- * Commissioner Nielson stated she did some research on tree giveaway program in Watsonville in conjunction with Watsonville Wetlands Watch. They gave her information about how they did their tree giveaway program. They worked with a non-profit. Commissioner Nielson stated that they could possibly work with FOSPA and the City of Seaside to have workshops at designated tree giveaway days. After that they could do follow-up emails to check on how the participants are doing or if they want to email them to get information. She stated that the workshops are important to educate the participants on how to plant the tree and care for the tree in the first couple of years. The participants should have a choice of a fruit tree, native tree or a tree like shrub. This would require a lot of outreach and they would want to make sure everyone had an opportunity to hear about the tree program. She is not sure how they would do the follow-up. The important thing is to communicate with all the sectors of our community in a way that will be equal, understandable, and simple. Commissioner Nielson stated that one idea is to give away trees to church groups and they can plant them on their church property. That way they have more of a chance over seeing them with different youth groups that they have. The parks with stewards could use more trees. They could plant trees in different areas in the city that would make a significant difference in the city. She feels that there is a little more planning that needs to be done.
- * Commissioner Maxwell shared some information that was in the minutes from the September 19, 2022 meeting. He stated that staff thinks they can create a video for people to watch. They will need to educate people about the Seaside Municipal Code about planting a tree within five feet of a public driveway. Tree should not be planted too close together or too close to public driveway to avoid lifted sidewalks and other damage in the future.
- * Commissioner Moulton stated he would like to see at least one-third of this tree giveaway program to be residential.

* Commissioner Daniels agrees with Commissioner Moulton. He stated that they should include bare-root trees. They are very unintimidating and they are easily put into houses. They could do a workshop on how to plant bare-root trees and how to care for them.

* Commissioner White also agrees with Commissioner Moulton. He feels that the residents would participate in the program and it would be a good cause.

* Public Comment

** Laura Murphy stated she is excited to hear different ideas on this program. She is very enthusiastic about the collaboration and is thrilled to see there are more people in Seaside getting excited about having more trees in the city. She loves the tree giveaway to residents and she feels strongly that it should be backed up by support, follow-up and outreach and that requires a strong plan. She would love to hear from the Commission on how that can be rolled out. She stated she feels that the fruit trees are an excellent idea. They are much less expensive than a fully rooted tree. She also stated that if City staff are ultimately going to be responsible for developing and rolling out the program, then getting complete clarity on which City staff members have what responsibilities. As a Commission you need to make it very clear and let the City staff know what the will is for the program and how you would like to see things implemented to make sure it is successful. She asked the Commission to please consider deeply all the resources that it will take and collaborating with existing efforts and non-profits and contacting with a professional organization that has the skill and experience to develop the outreach and education that would be suitable. Laura feels it is important to encourage the ideas of providing trees to residents and public places in the City of Seaside.

** Carol Mikkelsen asked if the \$10,000.00 was being managed by the new tree group that was developed or is Parks & Recreation going to take care of that. She would like to have it in the hands of the tree group and have them determine where the monies should be spent. She feels the tree group should with Laura Murphy and Commissioner Nielson.

* Commissioner voted and accepted the motion "To have a Special Parks & Recreation Commission meeting on Monday, November 07, 2022 at 5:30 p.m. to clarify and get the tree giveaway program started sooner than later."
Dianne Nielson/Robert Daniels M/S/P

C. RECEIVE UPDATE ON THE STATUS OF THE SAN PABLO BRIDGE:

* Staff reported that the San Pablo Bridge was constructed in 1960. Caltrans does a cursory inspection of the bridge once a year. They do this inspection to check the vertical clearance. When the Neighborhood Improvement Commission proposed to put murals on the bridge, they wanted to make sure the bridge was in good condition. As a precautionary measure they contracted with a constructional engineer and they plan do the inspection on October 26, 2022 and then the report should be done in December 2022.

- * Commissioner Nielson asked if there were any funds for the bridge if it needs repairs. Staff stated they can go back to the City Council and ask for more funds if needed.
- * Commissioner Daniels stated that the bridge is very historical and is ingrained in Seaside culture. If the bridge is not save, he hopes the preservation of the bridge would be on the forefront. It is a safety concern for kids crossing to get to the school and hopes they keep that in mind and save the bridge.
- * Commissioner White agrees with Commissioner Daniels about the kids using the bridge to get to school. That bridge is very important. If repairs needs to be done to the bridge, he feels the repairs should be done.
- * Public Comment
 - ** Alex Miller stated that this is his favor project. The vision of the bridge is Important. He shared ideas of the design of the murals. He does not think the bridge is going anywhere and if needed repairs will be done to make it structurally sound. He talked about the lighting and ADA aspect of the bridge. He asked for the support to improve the bridge and paint it.

D. TOUR OF SEASIDE PARK:

- * Sabado Park
- * Highland Otis Park
- ** The Commissioners voted and accepted to approve to table this business item for a future date. Robert Daniels/Chris Moulton M/S/P
- * Public Comment
 - ** Laura Murphy stated she would like to encourage the Parks & Recreation Commission to go by Highland Otis Park if they have time on their own. She stated they were just there on Saturday, October 15, 2022 and there is a brand new beautiful Pollinator Habitat Garden that has been established there.

8. REPORTS FROM RECREATION STAFF:

- * Staff reported that the City of Seaside's 68th Birthday was on October 13, 2022 at the Oldemeyer Center from 6:00 p.m. to 8:00 p.m. There was arts & crafts, face painting, game booths, bounce houses and a mechanical bull machine. There was also free hot dogs, fruit and cupcakes. It was a fun event. The Pumpkin Plunge is on October 22, 2022 at Pattullo Swim Center from 1:00 p.m. to 3:00 p.m. It is free admission and \$7.00 to plunge for a pumpkin. The Halloween Bonanza is on October 31, 2022 at the Oldemeyer Center from 6:00 p.m. to 9:00 p.m. The Oaxaca by the Sea event was on September 18, 2022 at Laguna Grande Park and City Hall lawn from 10:30 a.m. to 5:00 p.m. It was a remarkable event celebrating the Oaxaca culture. There was a huge turn-out. The City dignitaries welcomed the dignitaries from Oaxaca de Juárez, Mexico, as both cities signed a "Sister City"

agreement during the event. Staff stated that the new Activity Guide for Winter/Spring 2023 programs will be released on October 31, 2022.

9. REPORTS FROM PARKS STAFF:

- * Staff released a request for proposal (RFP) for the trails at Manzanita Stuart Park, Lincoln Cunningham Park and Havana Soliz Park which will close on October 28, 2022. Staff had a consult visit with some of the consultants on Friday, October 14, 2022. Staff had six consultants that showed up and they will probably submit their proposals. It is very promising to get the trail network program underway. Staff released a separate request for quote (RFQ) for the Park Master Plan to do all the parks in the city which will close on November 04, 2022.
- * Staff reported that they are still working on the engineering and design on Lincoln Cunningham Park. They have received the preliminary design and the construction cost estimates. They will have to do a little bit of redesign because of the cost being over. At Havana Soliz Park they are doing revitalization and they came to the last Parks & Recreation Commission meeting and got some great input. They contracted out to be together a plan. They will incorporate the community garden and the planters into the revitalization plan. They will look at the ADA aspect. At Cutino Park they have received 60 percent plans last week and the cost estimate for that. They did go back to the City Council and got more input about Pickleball and received additional funding for the project. They will be going back to City Council in November about Pickleball. At Highland Otis Park they completed the design for the last project. They received input from Neighborhood Improvement Commission and their approval to spend some of their funds to put in additional playground equipment. The playground equipment has been ordered and it will be delivered in January 2023. They do not have enough funds to install the playground equipment and the new perimeter around the playground. Staff is going to the Neighborhood Improvement Commission meeting on October 18, 2022 to request the additional funds. Ellis Park is still under construction and it is moving along.
- * Commissioner Maxwell stated he lives across the street from Ellis Park and he sees what goes on there. For two weeks in a row he seen the crew from Monterey Peninsula Engineering just sitting around there and having coffee and then left. He concerned about that. He hopes they do what they promised to do in the near future. He is also concerned about Cutino Park. He does appreciate all the hard work that has been done and all the ideas for the upcoming improvement at that park. The City has already spent a lot of money for that park. Commissioner Maxwell stated he goes by Cutino Park a lot and it is embarrassing to say the least. There is all kinds of trash on the field and there are weeds growing on the turf. There is graffiti and cigarette buds in the spectator areas. In his opinion, there should be more care to that park.
- * Recreation staff stated that they will take full responsibility in the care of Cutino Park. Park staff stated that the last two or three weeks is not the contractors delay at Ellis Park. It is really a design delay and they have been working on it. Park staff stated that design issue has been resolved.

* Commissioner Nielson wanted to know if Public Works has a schedule of going to Cutino Park regularly to check the maintenance of the park. Staff stated they are scheduled quarterly to come out and use the turf sweeper. They do a walk through once a week. Recreation staff stated when they see trash they clean it up. When there is graffiti, they report it to Public Works.

10. REPORTS FROM COMMISSIONERS:

* Commissioner Maxwell stated he made time to go to Highland Otis Park late in the afternoon on Saturday, October 15, 2022. There was still people there working to improve that park. He thanked FOSPA. He apologized that he is not physically able to do that kind of stuff anymore. He also attended the City's birthday celebration at Oldemeyer Center and it was really well attended. Commissioner Maxwell stated that Pattullo Swim Center is in dire need of certified lifeguards to staff the pool. Unfortunately, the pool had to close several times because of lack of certified lifeguards. He stated that the senior programs are starting to build back up and they need volunteers for that program. He thanked Carol Mikkelsen for all she does.

11. ADJOURNMENT: The meeting was adjourned at: 6:55 p.m.

RESPECTFULLY SUBMITTED,

Terry Navarro, PRC Clerk

Franco Pacheco, PRC Chair

Next Special Scheduled Meeting
November 07, 2022
Time: 5:30 p.m.
HYBRID (Virtual & In-Person)



CITY OF SEASIDE STAFF REPORT

Item No.: 5.A.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: November 7, 2022

SUBJECT: STUDY SESSION ON TREE PROGRAM

PURPOSE & RECOMMENDATION

Study Session on the development of the City of Seaside Tree Give Away Program. It is recommended that the commission formalize the process for the program, and how it will be rolled out to the community.

BACKGROUND

At the September 19, 2022, Parks and Recreation Commission (PRC) meeting, the staff liaison for the Neighborhood Improvement Commission (NIC) gave a presentation that outlined the details of the funding from the NIC. At the October 17, 2022, PRC meeting, the commission received some public comment about the implementation of the program, and decided that it was best to table the topic, and hold a special meeting to discuss in more detail and formalize the program. The commission should consider the following for the program:

1. How will the trees be distributed? (Onsite on a park workday or picked up from nursery)
2. Tracking methods of who has received trees, and how many trees are available for each household?
3. Formalizing the maintenance and care program for new plantings.
4. Permit process for planting trees on private property. (There is currently a \$122 fee for a permit to plant/trim/remove trees on private property)
5. Details for obtaining trees from local businesses.
6. What types of trees will be available for the community?
7. Formalize partnerships with local non-profits, and other commissions.
8. Formalizing a Marketing campaign for the distribution of the trees.
9. Identify the timeline for the program.

These items are not an exhausted list of action items for the program, but should be used as a starting point for the development and implementation.

ATTACHMENTS

None

Reviewed for Submission to the City Council by:

A handwritten signature in blue ink, reading "Jaime M. Fontes", is written over a horizontal line. The signature is fluid and cursive.

Jaime M. Fontes, City Manager