



AGENDA
CITY OF SEASIDE
PARKS AND RECREATION

REGULAR MEETING
HYBRID (VIRTUAL & IN-PERSON)
440 HARCOURT AVE (CHAMBER)
Monday, May 15, 2023
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

Alicia Louise Gaines-Lynch	Chair
Bobby Maxwell	Vice Chair
James White	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. APRIL 17, 2023 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 APPROVE PROMOTIONAL ITEMS FOR THE PARKS & RECREATION COMMISSION

B. DISCUSS CHANGING THE JUNE 19, 2023 SPECIAL MEETING DUE TO THE CITY OBSERVED HOLIDAY

C. DISCUSS HAVING A SPECIAL MEETING FOR ANOTHER PARK TOUR

D. TOUR OF SEASIDE PARKS

- Sabado Park
- Highland Otis Park
- Portola Leslie Park

- Mescal Neil Park

6. REPORTS FROM RECREATION STAFF

7. REPORTS FROM PARKS STAFF

8. REPORTS FROM COMMISSIONERS

9. ADJOURNMENT

Next Special Scheduled Meeting:
June 2023
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:

<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 AND RECREATION
COMMISSION

SPECIAL MEETING
HYBRID (VIRTUAL & IN PERSON)
440 Harcourt Avenue (Chamber)
Monday, April 17, 2023
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:

Alicia Louise Gaines-Lynch	Chair	<u>X</u>	
Bobby Maxwell	Vice Chair	<u>X</u>	
James White	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>	

STAFF:

Dan Meewis X Terry Navarro X Dave Fortune X

3. GUESTS:

- * Matthew Fernie
- * Jeannie Reese - FOSPA
- * Tanya Roos – Blue Zones
- * Cathy Rivera
- * Tom Hughes
- * Karla Lobo
- * Mike Lang
- * Steve Duh (on Zoom)
- * Michelle Overmeyer (on Zoom)

4. PUBLIC COMMENTS:

- * Karla Lobo thanked staff for the new towel racks in the women's bathroom at the Pattullo Swim Center. She stated she knows that more changing tables are coming and hopes they are put in a place that they are not obstructing the pathways entering the women's bathroom. Karla requested that the time for the Parent-Tot Swim be moved to 9:15 am to 10:15 a.m. or 9:30 a.m. to 10:30 a.m. She stated that the shower heads at the pool needs to be upgraded and that the deep cleaning needs to be done. Karla stated that the lawn at Havana Soliz Park and at Lincoln Cunningham Park has a lot of weeds and the grass needs to be mowed.

* Tanja Roos stated she is from the Blue Zone Project of Monterey County. She wanted to share a partnership they helped formed with the Work Force Development of Monterey County. They have a group of young people between the ages of 18 years to 28 years that are looking for work experience in the fields, specifically relating to food security issues. Through their wonderful partnership with FOSPA and Commissioner Daniel, they had about 20 people at the Community Garden at Havana Soliz Park from 8:30 a.m. to 3:30 p.m. on Friday, April 14, 2023. They cleared out the pathway, pulled weeds, did the mulching and put compost on the fruit trees to help support the project at Havana Soliz Park. The group is scheduled to work at Capra Park on Monday, April 24, 2023 and then some other places in the City of Seaside.

5. APPROVAL OF APRIL 17, 2023 MINUTES:

* Bobby Maxwell/Dianne Nielson M/S/P (With Two Corrections)

* No public comment

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. RECEIVE PRESENTATION FROM CONSERVATION TECHNIQX AND PROVIDE INPUT ABOUT THE PARKS MASTER PLAN PROCESS:

* Steve Duh gave a presentation on the 2024 Parks & Recreation Master Plan. He stated that he is excited to be working with the City of Seaside. The Parks & Recreation Master Plan (PRMP) is a 10-year guide and strategic plan for managing and enhancing parks. There are open spaces, trails, and recreation opportunities for the Seaside community. The last PRMP was adopted in 2005. It is a policy & strategy guide, capital planning tool and communications tool. The project should last about a year. The first phase is the baseline data, then the inventory assessment, then system needs assessment, then priorities & strategies and then review & approval. Please see the attached presentation for more information.

* The first discussion question asked was "What do you value about Seaside's parks, program and open spaces?"

* Commissioner Walton stated she grew up in Seaside and there is a pocket park right across from her house. She has wonderful memories of playing in the parks when she was young. She wants to see that this generation of children having the same wonderful memories she had when she was a child. Commissioner Walton has never lived in a city like Seaside with 25 parks.

- * Commissioner Nielson stated that when she was growing up, the parks were a special place to go. Now that she is an older adult, she is looking more at the urban forestry part of parks. Urban forestry helps to filter air and water, controls storm water, helps with mental health and sense of well-being, and pride in the community. She is also looking for older adult activities like fitness courses and pickleball. Commissioner Nielson feels 25 parks in the city are too many. She feels that some of the parks could be consolidated.
- * Chair Gaines-Lynch stated that is a good thing to have parks in the neighborhood. She grow up in Chicago, Illinois and there were no parks available in her neighborhood like it is in Seaside. She feels that each park should be geared for the surrounding neighborhoods.
- * Commission Daniels stated that each park, that are being utilized, should be looked at for improvements.
- * Vice Chair Maxwell feels that he and others are fortunate to live in Seaside because of all the parks. He stated that Laguna Grande Park is one of the major parks. It has a lot of wildlife and a lake with a trail that goes all the way around. He stated that the recreation department has really good programs like swimming, preschool, older adult activities, etc.
- * Commissioner Daniels would like to see more irrigation and accessible water for the community garden or things like that. He wants to see the parks geared for outdoor activities.
- * The second question asked was "What recreation opportunities are missing? What could be done better or differently?"
- * Commissioner Moulton stated he has seen the success at Cutino Park. The skate park and sports field are always busy. At the other parks, you may see just a few people. He would like to see each park having something specific to draw people to them. 25 parks does takes a lot of maintaining.
- * Vice Chair Maxwell would like to see a park created in Seaside like the park in Salinas which is call "Tatum's Garden". That park has a lot of inclusive playground equipment for special needs.
- * The third question asked was "Image Seaside in 2035. What can you see happening with park space? With trail connections? With recreation options for youth and adults?"
- * Vice Chair Maxwell stated that there is a recreation trail that goes from Pebble Beach to Castroville and it kind of bypasses Seaside. He stated that Seaside is lacking an indoor basketball court and that should be a priority.
- * Commissioner Nielson asked about childcare. Staff stated that childcare could be included. Staff stated that their camps programs and afterschool programs are considered childcare.

- * Chair Gaines-Lynch she would like to see another recreation center in Seaside.
- * Commission Moulton stated he would like to see the parks more green with pollinated flowers and plants. It is special to have those areas that are green with trees, flowers and plants.
- * In regards to community engagement, Commissioner Walton was concerned about the survey already being put out to the community without the Parks & Recreation Commission's input. Staff did look at the survey before it was put out, however, Commissioner Walton stated it would have been nice if they could have seen it too.
- * Commissioner Nielson stated she would like to see what the community wants in their daily life that makes them happy and fulfilled. She wants to see if the community feels safe letting their children go to parks on their own or accompanied by a parent. She would like to know if the community has time to go to the parks and what they want to see in the parks.
- * Commissioner Daniels would like to see what the community wants in the pocket parks compared to what they want in the bigger parks. He would like to know if the community feels that the parks are missing anything like in parks in other cities.
- * Vice Chair Maxwell wants to see restroom facilities in some of the parks. He feels that is a major concern.
- * Public Comment:
 - ** Karla Lobo stated she wanted some examples of outreach that have been done. She feels it is not reassuring that a survey is already out and not everyone got to look at it and give input. She wanted to know what area was the information pulled from. She stated that getting input from only 2500 out of 30,000 is very concerning. She also stated that the fact that they are just getting the information regarding the survey going online and it has not gone public yet, does not give the community enough time and understanding before the first open house. She does not feel that the uniqueness of this community having 25 parks has been considered. Having two open houses (one in the Spring and one in the Fall) is not enough. She wants engagement with the community.
 - ** Jeannie Reese stated she is representing FOSPA. She wanted to let the Commission know that she values the parks and the programs that the Parks & Recreation Department offers. She stated there are some maintenance issues in some of the parks. She hopes that they will look at what all the volunteers have done to improve the parks. She is hoping that FOSPA could give their input regarding the Master Plan, because they have put so much work in a lot of the parks. She feels that the pollinated flowers and plants and irrigation in parks are important. She would like to know who will be invited to the open house. She wants to see good representation of all of Seaside at the open houses. She hopes that there are conversations about vegetable gardens.

- ** Matthew Fernie stated he works for a playground company called Zoom Recreation. They are a full service company. They do playground surfacing and shades. He wanted to offer their company as a source to the City of Seaside for their parks. Their company can help with designs, themed playgrounds and exercise equipment. All their equipment is recycled.
- ** Cathy Rivera stated she is a resident of Seaside. She wanted to follow up with comments by the outreach part and reaching out to make comments on the Parks Master Plan. She wants to make sure that the outreach includes the Spanish speaking population in Seaside.
- ** Tanja Roos stated she is a resident of Seaside and represents the Blue Zones Project of Monterey County. Blue Zones has a strong interest in seeing vital and well used parks. She feels that the 25 pocket parks that exist in Seaside are extraordinary. The fact that they are already built in the cities infrastructure, they have to scramble to find new parks and open spaces. She wants to insure that there are equitable parks in Seaside dense neighborhoods. She feels that is missing in Seaside currently and feels that there are great opportunities to explore this. Urban forestry, community gardens, sports fields and accessible trails in parks are very important. Staffing is very important and needs to be looked at.
- ** Michelle Overmeyer stated she is a resident of Seaside and the Vice Chair of the Environmental Commission. She is excited that the process of the Parks Master Plan is going to start. She is requesting that they have one representative from the Environmental Commission to be part of the stakeholder meeting. The environmental policy and procedures are important. She feels that all parks and trails should have many points of entries to avoid barriers.
- ** Steve Duh stated that the survey is dual formatted. The first component is mailing out the survey to a random of 2500 residents in English and Spanish with a return envelope. The second component is an online survey for everyone to fill out. The online survey will be in English and Spanish. The mail out survey is to get an example of responses. The mail out survey and online survey will help them get all the data needed from the community. They will have two open houses to get community input. They have used this process for over 15 years with success.

B. DISCUSS AND CONSIDER HAVING A PARKS & RECREATION TABLE AT THE SUSTAINABLE SEASIDE EARTH DAY EVENT ON APRIL 23, 2023:

- * Commissioner Nielson stated that Parks & Recreation will have a table at Earth Day. They will have Parks & Recreation Commission information, Tree Give Away information, Master Plan information, Swag and Activity Guides at the table. They will be planting a tree by Dr. John L.D. Roberts bench that is on the City Hall lawn. Commissioner Nielson, Commissioner Walton and Chair Gaines-Lynch stated they will be at the table.

- * No public comment

C. DISCUSS HAVING A SPECIAL MEETING FOR ANOTHER PARK TOUR:

- * Commissioner voted on the motion: "To have the next park tour at the regular Parks & Recreation meeting on May 15, 2023." Chris Moulton/Jeanette Walton M/S/P (A roll call vote was taken and the motion passed - 5 Yes to 1 No).

- * Public Comment:

- ** Karla Lobo wanted to know what a park tour encompass and if is going to be put on the regular Parks & Recreation meeting on May 15, 2023. She is hoping it will correlate with the time that the assessment is happening with the Parks Master Plan. She is hoping that will do doable. Staff stated that the assessment will be taking place that week, however, they are not sure of the date yet. Staff spoke about the park tour list.

8. REPORTS FROM RECREATION STAFF:

- * Staff reported that they had their Golden Easter Egg Hunt on Saturday, April 08, 2023 and it went really well. They had a sensory room for the special need children. The Summer/Fall Activity Guide was released that day. Registration for the activities in the new guide will be on Monday, May 15, 2023 for residents and on Wednesday, May 17, 2023 for non-residents. The Tree Give Away program is live online now on the City's website. International Day is on Saturday, May 20, 2023. They are finalizing the band line-up for Blues in the Park. The 4th of July event will be on the City Hall Lawn. The Juneteenth event will be on Saturday June 17, 2023 at Laguna Grande Park and on City Hall Lawn.

9. REPORTS FROM PARKS STAFF:

- * Dave Fortune reported that he is the Maintenance Utility Superintendent. He gave an update on Ellis Park, Highland Otis Park, Lincoln Cunningham Park, Fernando Park, Pacchetti Park, and Mescal Neil Park. Please see the attached presentation for more detailed information.
- * Vice Chair Maxwell stated that at Cutino Park there are some issues the needs to be addressed. The netting at the Sport Field is sagging in a lot of areas. Some of chain-link fencing are bent and some of the poles needs to be fixed.
- * Commissioner Walton asked if the tree will be cut down that is in Fernando Park. Staff stated that the tree will probably be cut down. She wanted to confirm that the chairs will be removed at Pacchetti Park. Staff stated yes and a bench is going to be put in. She also wanted to know what is going to replace the pergola in Mescal Neil Park. Staff stated that the pergola has been removed and they are getting benches and picnic tables to install in that park.
- * Commissioner Nielson stated that the volleyball court at Highland Otis Park needs a frame around it and sand in it to make it safer. She wanted to know what storm water treatment. Staff stated it is designed to slow and disperse runoff and help the water go into the ground.

- * Commissioner Daniels asked about the trails in Lincoln Cunningham Park. Staff stated once they get the concept plans and get all the input, they will decide where the new trail footprint will be. This will give them the framework to move forward.
- * Chair Gaines-Lynch stated that the sandbox in Sabado Park has a lot of weeds in it. She is hoping that the sand can be replaced in all sandboxes in the parks. Staff stated they would look into it.

10. REPORTS FROM COMMISSIONERS:

- * Commissioner Daniels stated the he went with Blue Zones to Havana Soliz Park on Friday from 8:00 a.m. to 4:00 p.m. and did some weeding and mulching.
- * Commissioner Moulton stated he has been communicating with the Union Football Club about getting a tent at the field suite which is on the east side of the stadium. He is hoping that they can engage with the public, since the stadium is in Seaside. He feels it is a wonderful opportunity to have the Parks & Recreation Commission or the City Council to have a table there at the stadium to promote things.
- * Vice Chair Maxwell stated he is the president of PAL and they are partnered up with the Seaside Recreation Department. They just had their end of the season banquet. It was well attended. On Thursday, April 20, 2023, the Older Adult Sock Hop Luncheon and Dance. The doors will open at 11:00 a.m. and lunch will be served at 11:30 a.m. There is a dance that follows.
- * Chair Gaines-Lynch stated that this is her first meeting as the Chair and she wanted to thank everyone.

11. ADJOURNMENT: The meeting was adjourned at: 7:29 p.m.

RESPECTFULLY SUBMITTED,

**Terry Navarro, PRC Clerk
 Chair**

Alicia Louise Gaines-Lynch, PRC

Next Regularly Scheduled Meeting
May 15, 2023
Time: 5:30 p.m.
HYBRID (Virtual & In-Person)

Attachments from the
April 17, 2023 Meeting



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 5.A.

TO: Parks and Recreation Commission

FROM: Jaime M. Fontes, City Manager

BY: *Don Meewis*

DATE: April 17, 2023

SUBJECT: **RECEIVE PRESENTATION FROM CONSERVATION TECHNIX AND
PROVIDE INPUT ABOUT THE PARKS MASTER PLAN PROCESS**

RECOMMENDATION

BACKGROUND

On January 30, 2023, the City Council authorized the City Manager to enter into a professional services agreement with Conservation Technix to prepare the City of Seaside's Parks and Recreation Master Plan. The last Master Plan was prepared in 2005, and the City desired to update the plan to reflect the current needs of the City, and address some of the current trends in parks and recreation.

Conservation Technix will be providing a presentation to the commission on the process, timeline, and opportunities for community engagement in the development of the master plan. This will be the first opportunity to get input from the commission and the community.

FISCAL IMPACT

No fiscal impact with this item

ATTACHMENTS

None

Reviewed for Submission to the City Council by:



Jaime M. Fontes, City Manager



2024 Parks & Recreation Master Plan

PARKS & RECREATION COMMISSION

APRIL 17, 2023

Overview

1. Introduction
2. Project Timeline
3. Discussion
4. Next Steps

What is the Parks & Recreation Plan?

The Parks & Recreation Master Plan (PRMP) is a 10-year guide and strategic plan* for managing and enhancing parks, open space, trails, and recreation opportunities for the Seaside community.

**The last PRMP was adopted in 2005.*

- Policy & Strategy Guide
- Capital Planning Tool
- Communications Tool

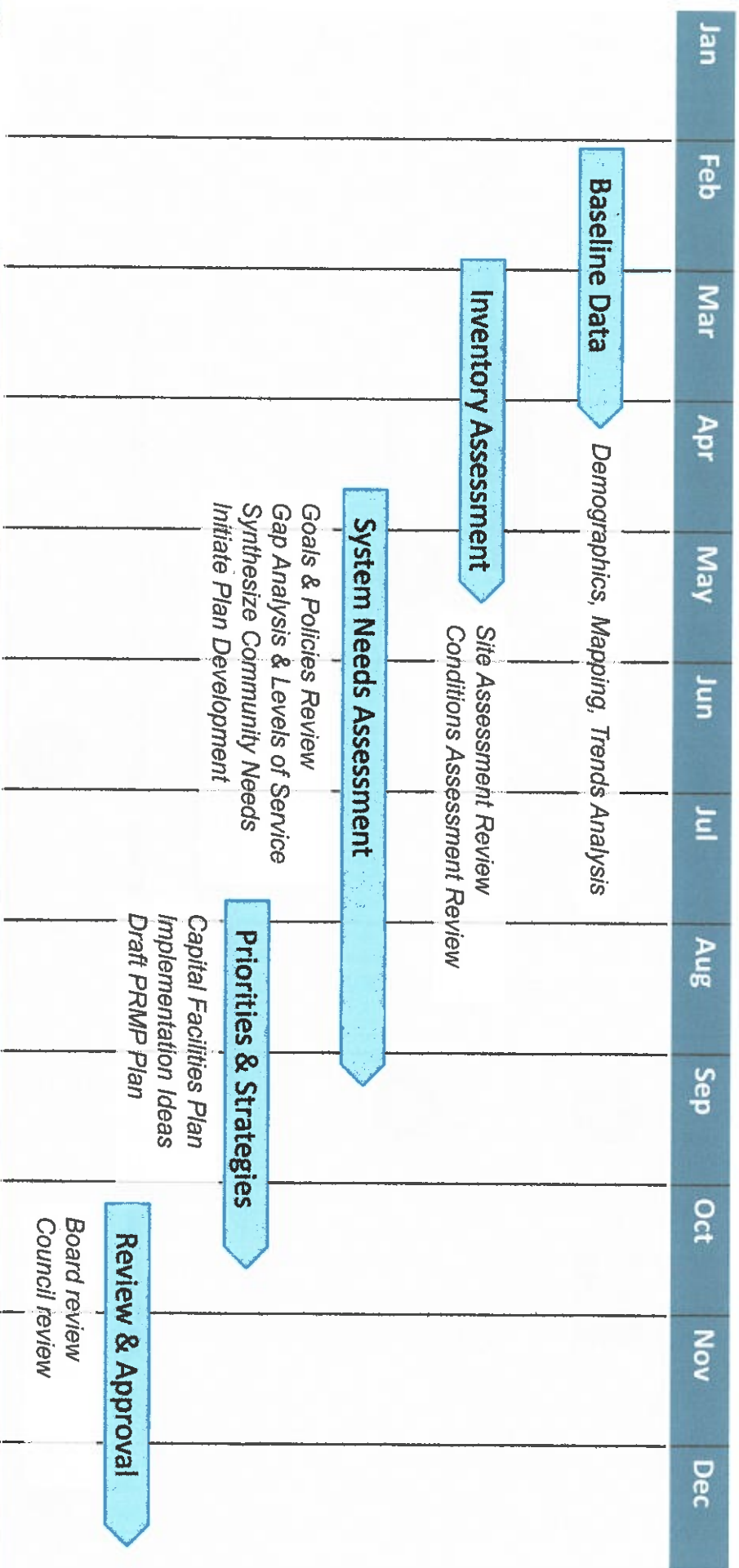
PRMP: The Next 10+ Years

The Plan is strategic in focus and guided by the following questions:

- What are our strengths? And what are key areas for improvement?
- How do we meet community needs now and into the future?
- Where should we focus our efforts and resources?

Public input is crucial to make sure goals and priorities are consistent with community needs and interests.

Project Timeline



Discussion Questions

- What do you value about Seaside's parks, programs and open spaces?



Discussion Questions

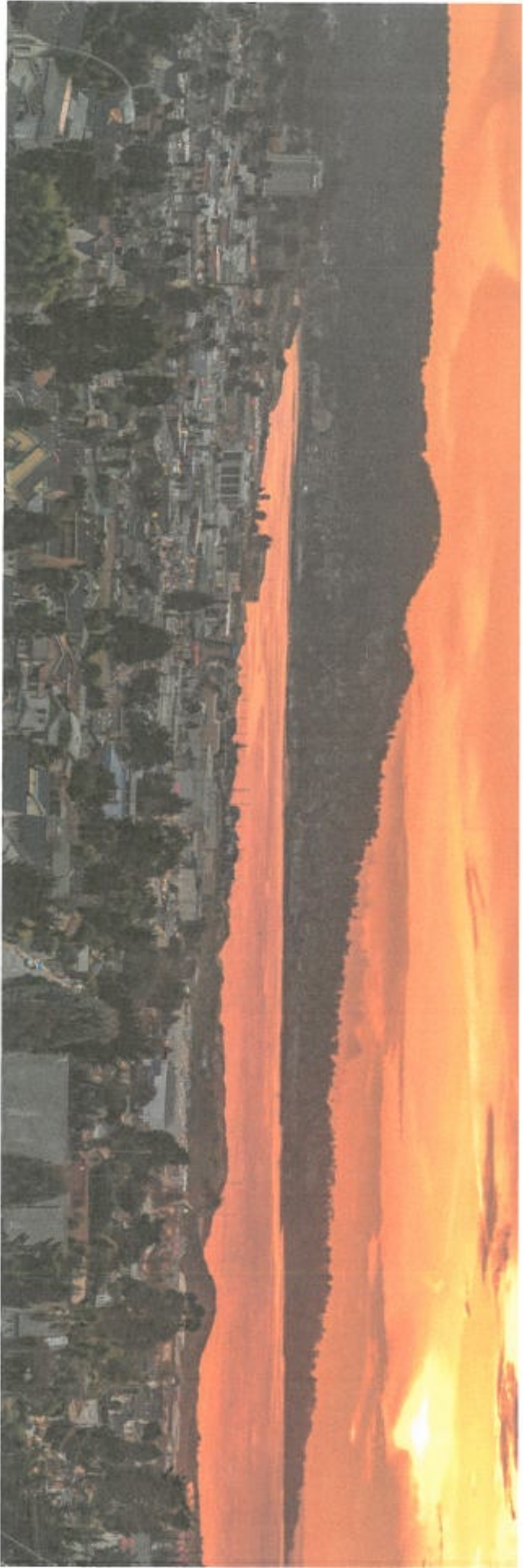
- What do you value about Seaside's parks, programs and open spaces?
- What recreation opportunities are missing? What could be done better or differently?

Discussion Questions

- What do you value about Seaside's parks, programs and open spaces?
- What recreation opportunities are missing? What could be done better or differently?
- Imagine Seaside in 2035. What can you see happening with park space? With trail connections? With recreation options for youth and adults?

Community Engagement

- What do you want to learn from the community?
- Are there any hot topics or hot button issues to be aware of?



Questions / Comments?

Item 7. Parks Update from Public Works

Dave Fortune, Superintendent

April 17, 2023 | Parks and Recreation Commission Meeting



Ellis Park

- Multi-use synthetic turf sports court, picnic area, playground, grass fields and landscaping
- Drainage system for the mulched playground area has been constructed
- Construction started in mid-April 2022
- Construction was substantially complete in late January 2023
- Ribbon Cutting was on January 27th
- A couple punch list items are still remaining (ie. the basketball court net)
- Final completion expected in May

Highland Otis Park

- A spiral slide, monkey bars, wood chip play surface, and new concrete curb barrier in the lower northwest section of the park
- Equipment has been purchased but not yet delivered
- City staff has the 100% plans and will be bidding out the project in June
- Bidding for the contractor to perform site preparation, play equipment installation, and construction of the concrete curb barrier will occur in June
- Construction starts is planned to start in the beginning of July
- Construction ends in the beginning of August

Lincoln Cunninghamham Park

- Full-size basketball court with basketball post and hoops, trash receptacles, benches, and stormwater treatment
- City staff have the 100% plans and will be bidding out the project later this month
- Construction is planned to start in June
- Construction ends in the late September

Fernando, Pacchetti, and Mescal Neil Parks

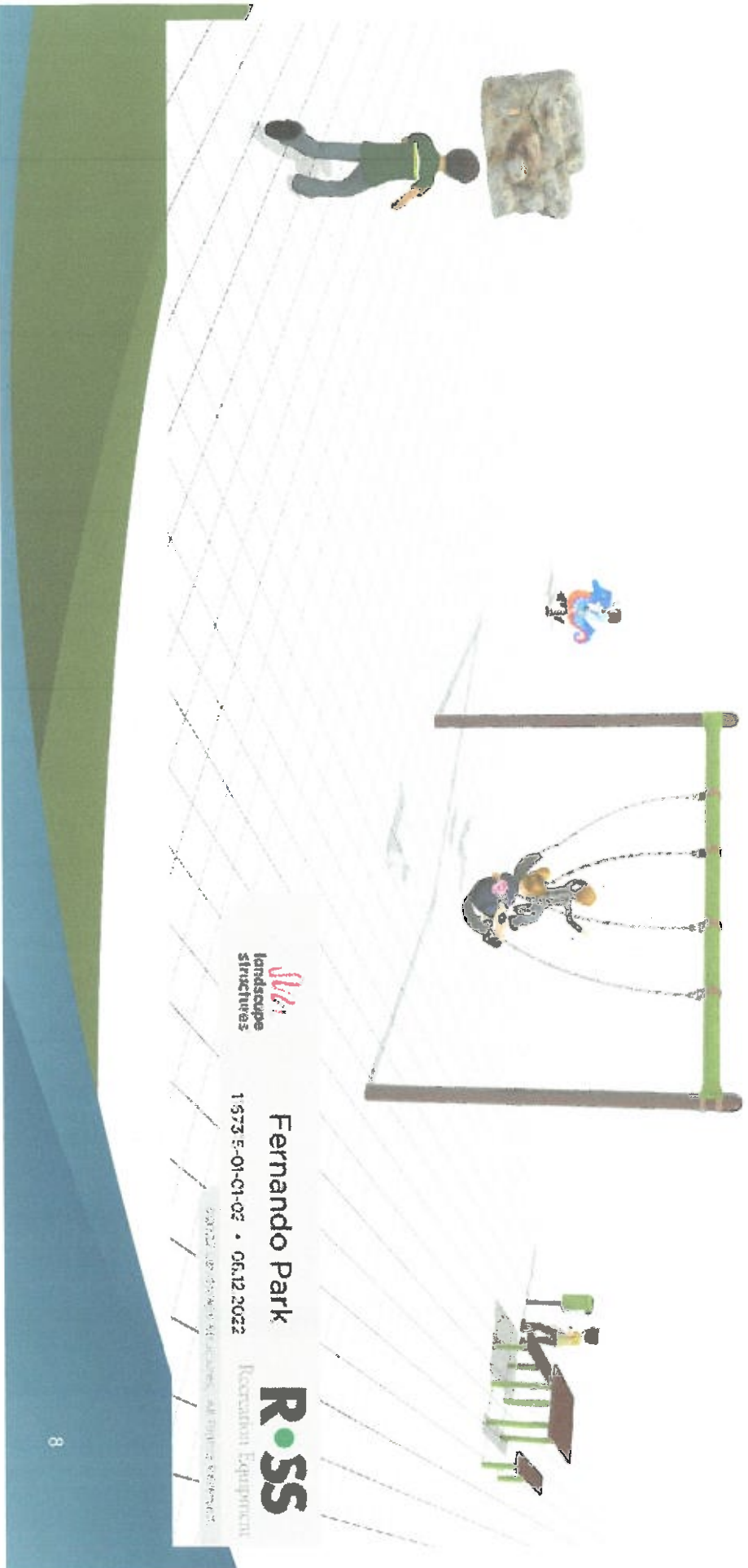
- Fernando Park Improvements Project - a swing set, seahorse rider, artificial rock for climbing, hand sanitizer station, picnic table and bench
- February 16, 2023 - Council approved a budget appropriation of \$80,000.00 from the General Fund to the project
- Pacchetti Dog Park - bench
- Mescal Neil - picnic table and bench
- March 2, 2023 - Council approved NIC allocation of \$90,000.00 to the Fernando Park project, and \$20,000.00 to the Pacchetti and Mescal Neil Parks
- Project is currently in design, and construction will start in September

Fernando Park



Packet Page 30

Fernando Park - Rendering



Pacchetti Dog Park



Mescal Neil Park - before



Mescal Neil Park - existing



Lincoln Cunningham and Havana Solis Park

Concepts

- Concept plans provide park layouts, determine trail locations, ensure proper drainage, and prepare for accessibility in anticipation of future park
- January 30, 2023 - Council approved Whitson Engineers to prepare concept plans including trail location siting rather than moving forward with the Phase 1 trails project
- Survey of the sites has already been started
- Draft concept plans to P & C on Monday, August 21, 2023
- Final concept plans to P & C on Monday, September 18, 2023

Cutino Park

- Parking lot, playground, visitor's bleachers, accessible pathway, benches, tree removal, stormwater treatment, and landscaping, sod, and irrigation
- February 16, 2023 - construction bids came in
- February 16, 2023 - Council approved a PSA with Wallace Group to provide construction management, inspection, testing, and CDBG compliance services
- March 2, 2023 - Council awarded a construction agreement to Granite Rock Company
- Pre-construction meeting was on March 23rd
- Construction started on April 14th (last Friday) and ends Nov. 2023

Questions

Thank you!



CITY OF SEASIDE STAFF REPORT

Item No.: 5.D.

TO: Parks and Recreation Commission

BY:

DATE: May 15, 2023

SUBJECT: TOUR OF SEASIDE PARKS

PURPOSE & RECOMMENDATION

- Sabado Park
- Highland Otis Park
- Portola Leslie Park
- Mescal Neil Park

BACKGROUND

ATTACHMENTS

None

Reviewed for Submission to the City Council by:


Jaime M. Fontes, City Manager