



AGENDA
CITY OF SEASIDE
PARKS AND RECREATION

SPECIAL MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Monday, June 10, 2024
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 view based on availability.*

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 view this meeting: Using the Zoom application on your smart phone, laptop, tablet or desktop and click on this link:
<https://us02web.zoom.us/j/81754708643?pwd=RjNEU2xNMDhINFFpWjB6b0pGSgGgzdz09>
WEBINAR ID: 817 5470 8643

3. To listen by phone: Please call (669) 900-6833
Enter the meeting ID 817 5470 8643 and passcode 417485 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, 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

2. ROLL CALL - PARKS AND RECREATION

Bobby Maxwell	Chair
Dianne Nielson	Vice Chair
Alicia Louise Gaines-Lynch	Commissioner
James White	Commissioner
Chris Moulton	Commissioner
Jeanette Walton	Commissioner
Karla Lobo	Commissioner

3. 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.

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 ADOPT THE PARKS AND RECREATION COMMISSION
FISCAL YEAR 2024-2025 WORK PLAN**

6. ADJOURNMENT

Next Regularly Scheduled Meeting:
June 17, 2024
5:30 p.m.

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.



**CITY OF SEASIDE
STAFF REPORT**

Item No.:5.A.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: June 10, 2024

SUBJECT: **DISCUSS AND ADOPT THE PARKS AND
RECREATION COMMISSION FISCAL YEAR 2024-
2025 WORK PLAN**

PURPOSE

Review the updated changes to the document and vote to adopt the work plan.

BACKGROUND

At the April 15, 2024, Parks and Recreation Commission meeting, the commission reviewed and made additions to the fiscal year 2024-2025 work plan. However, at that meeting, the plan was not adopted. At the May 20, 2024, Parks and Recreation meeting, the fiscal year 2024-2025 work plan was on the agenda to review the changes that were made at the April 15, 2024, meeting and to be adopted. After further review, the commission voted to table the work plan to make more changes and have a special meeting to complete the work plan before adopting it. Typically, commission work plans need to be adopted by April 1st each year, so the work plan can be incorporated into the upcoming annual budget. Staff recommends that the commission reviews the updated document with the changes and vote to adopt the plan.

FISCAL IMPACT

There is no fiscal impact with this item.

ATTACHMENTS



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

CITY OF SEASIDE

Parks and Recreation Commission

FY 2024-2025 Work Plan & FY 2023-2024 Accomplishments

Members

Bobby Maxwell, Chair
Dianne Nielson, Vice Chair
Alicia Louise Gaines
James White
Chris Moulton
Robert Daniels
Jeanette Walton
Karla Lobo

Staff Liaisons

Dan Meewis, Recreation Director
Nisha Patel, City Engineer

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 nine 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 City Council on matters regarding trees, plants, landscape, etc.
8. Develop, keep current, and aid in the facilitation of a plan for the development, conservation and care of trees, trails, and parks.

9. Develop and review annually a long-range plan for trees and parks, both naturally occurring and planned.
10. Review, in cooperation with other City Commissions, plans for landscape, planting, trails, etc.
11. Coordinate or conduct planned projects for the advancement of trees, parks, and other outdoor recreational areas.
12. In collaboration with other City Commissions, inform residents regarding landscape projects and care.

FY 24-25 WORK PLAN

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

<i>GOAL/OBJECTIVE</i>	<i>PROPOSED ACTIVITIES</i>	<i>PRIORITY RANKING</i>	<i>TIMELINE FOR COMPLETION</i>
1. FY 24-25 CIP and budget review	To review, consider and endorse recommended budget for FY 24 - 25.	High	April 2025
2. Increase the communities awareness of the of the public input process for parks and recreation programs and projects	Promote the input process through the City's social media, City Clerk office, tabling at events, and collaborate with other non-profits, and community based organizations to increase awareness.	High	Ongoing
3. Seek grant funds	Advocate and seek public funds available through the Office of Grants and Local Services, National Recreation & Park Association, and Monterey Community Foundation, etc.	High	Ongoing
4. Work cooperatively with FOSPA and other City Commissions: Homeless, NIC, SAHC, Environmental	Collaborate with other City Commissions and FOSPA. Participate in park clean ups and other activities and events.	High	Ongoing

5. Attend workshops	Encourage Commission attendance.	High	Ongoing
6. Seek Input for needs within Recreation Department and funding for those needs	Gather, review, and endorse needs and funding for inclusion in FY 24 - 25 budget.	High	Spring 2025
7. Explore Trail System in Seaside at Havana Soliz Park, Lincoln Cunningham Park and Manzanita Stuart Park	Look for areas of improvement and connectivity.	High	Ongoing
8. Blues in the Park collaboration	Have commission participate by tabling at the event	High	Ongoing
9. Work with other commissions, public works, and FOSPA for tree plantings	Goal of planting at least 15 new trees in City parks.	Medium	Ongoing
10. Implement a water safety program for local youth	Once per year field WSI and screened volunteers to run a drown proofing for the community.	High	Ongoing
11. ADA Playground Equipment	Add ADA Playground equipment to the parks.	High	Ongoing
12. Irrigation such as underground water tanks for parks	Look into long-term irrigation for the parks.	High	Ongoing
13. Support improvements at the community gardens	Help provide funds for seeds, plants, equipment, etc.	High	Ongoing
14. Youth involvement in parks	Advocate having youth interns assist in parks.	High	Ongoing
15. Improve the Sand Volleyball Court at Highland Otis Park	Research cost, and work with the Public Works Department on the purchase and installation of new sand.	High	FY 24-25

16. Parks & Recreation Commission community event	Develop and implement a community event during the Parks and Recreation month of July	High	July 2024
17. Review locations for an indoor facility	Research possible areas for an indoor facility for recreational activities such as a gym, etc.	High	Ongoing

ONGOING PROJECTS

<i>PROJECT</i>	<i>ACTIVITIES</i>
Manzanita Stuart Park, Lincoln Cunningham Park and Havana Soliz Park trail system project	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. Attend and promote events.
Promote recreation and park activities	Blues in the Park, youth, adult and older adult activities.
Monitor park improvements	Laguna Grande, Capra Park, Highland Otis Park, and Manzanita Stuart Park.
Work collectively with other City Commissions	Promote and recommend flora in parks and around the City. Provide solutions to ensure parks, trails, landscape, and adjacent park areas can be enjoyed by all.

POTENTIAL FUTURE PROJECTS

<i>GOAL/OBJECTIVE</i>	<i>PROPOSED ACTIVITIES</i>	<i>PRIORITY RANKING</i>	<i>TIMELINE FOR COMPLETION</i>
Review greenspace area along GJM Blvd	Research possible uses for area.	Low	TBD

PRIOR YEARS ACCOMPLISHMENTS

<i>GOAL/OBJECTIVE</i>	<i>ACTIVITIES SUPPORTING GOAL</i>	<i>STATUS</i>
FY 23-24 CIP and budget review	To review, consider and endorse recommended budget for FY 23-24.	Completed
Promote public input in 2023/24	Gather, review, and endorse needs.	Completed
Seek grant funds in 2023/24	Advocate and seek public funds available through the Office of Grants and Local Services and National Recreation and Park Association, etc.	Completed
Work cooperatively with FOSPA and other City Commissions: Homeless, NIC, SAHC, Environmental in 2023/24	Collaborate with other City Commissions and FOSPA.	Completed
Seek Input for needs within Recreation Department & funding for those needs	Gather, review, and endorse needs and funding for inclusion in FY 23-24 budget.	Completed
Attend workshops in 2023/24	Encourage Commissioner attendance.	Completed
Work with environmental commission for tree	Goal of planting at least 30 new trees in City parks.	Completed
Signs for parks	Get signs to parks that do not have signs.	Completed

Implement a water safety program for local youth	Once per year field WSI and screened volunteers to run a drown proofing for the community.	Completed
Community garden	Work on a community garden.	Completed
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 22-23	Five members attended various workshops.	Completed
Submit CDBG Grant	Submit a competitive grant in order encumber funds.	Completed
ADA playground equipment	Provide ADA playground equipment at Laguna Grande Park.	Completed
Review Seaside Municipal Code section 9.08	Make necessary amendments to code.	Completed

Institute Adopt a Park program	Put together policies and guidelines for a community base program.	Completed
Wheeler Street Tennis Courts and Pickleball	Relining pickleball courts, resurfacing the courts.	Completed by June 2024

April 2024