



A G E N D A
CITY OF SEASIDE
PARKS AND RECREATION

SPECIAL MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Monday, January 27, 2025
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.*

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 or participate in 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=RjNEU2xNMDhlNFFpWjB6b0pGSgGgzdz09>

WEBINAR ID: 817 5470 8643

PASSCODE: 417485

3. To listen or participate by phone: Please call (669) 900-6833
Enter the **WEBINAR 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 by 2:00 p.m. 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.

When the Chair calls for public comment, members of the public participating on Zoom and wishing to address the City Council can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9 to "Raise Hand"; press *6 to unmute.

5. In accordance with the City's Remote Meeting Participation Policy for Public Comment: The City of Seaside reserves the right to refuse, limit, and/or revoke use of video conferencing technology and the option for virtual public participation. Granting use of the virtual

participation in no way constitutes an endorsement of any person or group to display hateful conduct, including sending or posting hateful images, making violent threats, or targeting others with hateful or abusive speech. The City may remove any participant that violates its agreement or applicable policy with proper notice as outlined in the conditions of use/meeting access.

1. CALL TO ORDER

2. ROLL CALL - PARKS AND RECREATION

Bobby Maxwell	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. APPROVAL OF MINUTES

A. NOVEMBER 18, 2024 MINUTES

B. DECEMBER 16, 2024 MINUTES

5. 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).

6. BUSINESS ITEMS

A. NOMINATION AND ELECTION OF A NEW CHAIR AND VICE CHAIR FOR THE PARKS & RECREATION COMMISSION

RECOMMENDATION: Selection of a new Chair and Vice Chair of the commission.

B. SUBMISSION OF FORM 700

RECOMMENDATION: Review Form 700 and submit to the City Clerk.

C. DISCUSS PROJECT IDEAS FOR POTENTIAL ALLOCATION OF FUNDS FROM THE NEIGHBORHOOD IMPROVEMENT COMMISSION IN FISCAL YEAR 2025/2026

RECOMMENDATION: Discuss project ideas for the potential allocation of funds from the Neighborhood Improvement Commission.

D. RECEIVE A PRESENTATION ON THE RECOMMENDATION FROM THE RECREATION AND PARKS COMMISSION TO MAKE TEXT AMENDMENTS TO CHAPTER 2.28 OF THE SEASIDE MUNICIPAL CODE "RECREATION AND PARK COMMISSION"

RECOMMENDATION: Consider the recommendation from the Recreation and Park Commission to make text amendments to chapter 2.28 of the Seaside Municipal Code and provide directions to staff.

7. REPORTS FROM RECREATION STAFF

8. REPORTS FROM PARKS STAFF

9. REPORTS FROM COMMISSIONERS

10. ADJOURNMENT

Next Regularly Scheduled Meeting:
February 24, 2025
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.



MINUTES
CITY OF SEASIDE
PARKS AND RECREATION
COMMISSION

REGULAR MEETING
440 Harcourt Ave (Council Chamber)
Monday, November 18, 2024
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:

Bobby Maxwell	Chair	<u>X</u>	
Dianne Nielson	Vice Chair	<u>X</u>	
Alicia Louise Gaines	Commissioner	<u> </u>	(Excused Absence)
James White	Commissioner	<u>X</u>	
Chris Moulton	Commissioner	<u>X</u>	
Jeanette Walton	Commissioner	<u> </u>	(Excused Absence)
Karla Lobo	Commissioner	<u>X</u>	

STAFF:

Dan Meewis X Terry Navarro X Thomas Korman X

3. **PUBLIC COMMENTS:**

* None

4. **APPROVAL OF OCTOBER 21, 2024 MINUTES:**

* James White/Karla Lobo M/S/P

5. **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

6. **BUSINESS ITEMS:**

A. REVIEW AND FINALIZE THE RECOMMENDATIONS FOR POTENTIAL CHANGES TO SEASIDE MUNICIPAL CODE SECTION 2.28 RECREATION AND PARK COMMISSION TO PRESENT TO THE CITY COUNCIL FOR CONSIDERATION:

* Commissioner Lobo spoke about this at the September Park & Recreation Commission meeting. She asked to move this to this meeting because she wanted to do more research with staff help about the two tax measures (measure R and L) that allocates a certain amount for recreation and parks. At this time, the funds for these two measures goes into the general fund account. Commissioner Lobo wanted to find out if they could plug some of the funds into

their ordinance. She also spoke about the cannabis tax and stated that it is not allocated to anything at this time.

- * Dan gave a presentation on the recommendations for the potential changes to the Seaside Municipal Code Section 2.28 Recreation and Park Commission. He spoke about the background of Chapter 2.28 and the recommended changes that Commissioner Lobo recommended. He spoke about each proposed amendment and about measure R and L. Please see the attached presentation and the final draft of Commissioner Lobo's recommendation for more information.
- * The next step is to bring this item to the City Council to address the potential changes to the ordinance and see how they want to move forward with that. Staff recommended that the Commission bring the recommendation of the potential changes to the City Council and see if they want them to bring back a draft ordinance at a future date. If the Commission looks at the cannabis tax, they can kind of push that into the draft.
- * No Public Comment.
- * Commissioner voted on the motion: "To bring the recommendation of the potential changes to the City Council and see if they want them to bring back a draft ordinance at a future date. If the Commission looks at the cannabis tax, they can kind of push that into the draft." Chris Moulton/James White M/S/P

B. DISCUSSION ON HOLIDAY LIGHTS AND COLLABORATE WITH THE NEIGHBORHOOD IMPROVEMENT COMMISSION:

- * Staff stated that they went to the last Neighborhood Improvement Commission meeting to let them know that the Parks & Recreation Commission collaborated with them last year with the Holiday Lights Contest. The contest applications would be available on the City's website to fill out and to submit them. There will be a first, second, and third place prize like last year. On Monday, December 16, 2024, the Commissioners from the Neighborhood Improvement Commission and the Parks & Recreation Commission will go out and judge the houses that have entered the contest.
- * No Public Comment.
- * Commissioner voted on the motion: "To collaborate with the Neighborhood Improvement Commission to get to the Holiday Light Contest started as soon as possible and going out on December 16, 2024 to judge the houses." Dianne Nielson/Karla Lobo M/S/P

7. REPORTS FROM RECREATION STAFF:

- * Staff reported that they had their Halloween Bonanza on October 31, 2024. They gave out 400 bags of candy. The Seaside Stars event was on Saturday, November 16, 2024. Staff congratulated Commissioner Maxwell for his Seaside Star. The new activity guide is out and available to the public. Registration is in mid-December for the program from January 2025 to May 2025. They have their Older Adult Thanksgiving Luncheon on Thursday, November 21, 2025 if anyone

would like to come and help serve the meals. The Tree Lighting is on Friday, December 06, 2024. Cereal with Santa is on Saturday, December 13, 2024. The Older Adult Holiday Luncheon is on Saturday, December 21, 2024.

8. REPORTS FROM PARKS STAFF:

- * Dan introduced the new Public Works Director, Thomas Korman, to the Commission who wanted to be at this meeting. Staff stated that the trail project at Lincoln Cunningham Park is going well and looking good so far. Staff submitted the environmental form that Cal-Trans needed for the grant and Cal-Trans is reviewing that now. It is a 150 page document, so it takes some time for them to go through that document. That is the final step from them before they can certify the application they sent in before they can send the contract. Staff have been cleaning up the medians on General Jim Moore Boulevard and Lightfighter Drive. FOSPA has been in the parks every Saturday.
- * Chair Maxwell welcomed Thomas Korman to the City of Seaside and asked if Thomas wanted to say anything. Thomas stated he was from Santa Maria in Santa Barbara County. He stated it was a pleasure to join us and looks forward to responding to all the concerns and working on public improvements.

9. REPORTS FROM COMMISSIONERS:

- * Commissioner Moulton stated he will not be able to attend the 2025 California Parks and Recreation Society Conference in Sacramento.
- * Commissioner Lobo stated she had a little over 1,400 votes in her first campaign for running for Mayor and getting her name out there.
- * Commissioner White stated he is really happy to see all the kids that use Cutino Park.
- * Vice Chair Nielson stated she will be volunteering at the Older Adults Thanksgiving Luncheon on Thursday, November 21, 2024. She stated that this year is her last year that she will be on the Parks & Recreation Commission and she will miss it.
- * Chair Maxwell stated he attended the Seaside Stars on Saturday, November 16, 2024. He received a Seaside Star. He stated he is not sure about attending the 2025 California Parks and Recreation Society Conference in Sacramento. Chair Maxwell wanted to remind the Commission that the ten anniversary of the opening of Pacchetti Dog Park is coming up in April 2025. He attended the Halloween Bonanza. He stated Pal Basketball coming up. Registration is open and they need for some coaches. They are working on a track season for this next year.

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

RESPECTFULLY SUBMITTED,

Terry Navarro, PRC Clerk

Bobby Maxwell, PRC Chair

Next Regular Scheduled Meeting

December 16, 2024

Time: 5:30 p.m.

HYBRID (Virtual & In-Person)



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.A.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: November 18, 2024

**SUBJECT: REVIEW AND FINALIZE THE RECOMMENDATIONS FOR
POTENTIAL CHANGES TO SEASIDE MUNICIPAL CODE SECTION
2.28 RECREATION AND PARK COMMISSION TO PRESENT TO
THE CITY COUNCIL FOR CONSIDERATION**

RECOMMENDATION

Review and finalize the potential changes to the Seaside Municipal Code Section 2.28 Recreation and Park Commission to present to the City Council for consideration.

BACKGROUND

The Recreation and Park Commission was established on October 13, 1954. On May 17, 1990, Chapter 2.28 was amended and deleted entirely, and a new chapter 2.28, including duties A-F, was hereby added to the Seaside Municipal Code. In 2004, to qualify for Tree City USA status, the City needed to amend Chapter 2.28 of the Seaside Municipal Code Recreation and Park Commission to incorporate language into the ordinance to meet the standards for Tree City USA status. Duties G-L were added to the ordinance.

While the Parks & Recreation Commission worked on updating and making changes to their 2024/25 work plan at their June 2024 meeting, they felt it was important to update and make changes to the Seaside Municipal Code Section 2.28 recreation and Park Commission. The Commissioners reviewed and discussed the potential changes at their July 2024 meeting. They felt they needed more time to review Section 2.28 and voted on having a study session to complete the updates and make potential recommendations. At their August 2024 meeting, they had their study session to review and discuss the proposed changes and recommendations to Section 2.28 Duties. At

their September 2024 meeting they talked about tax measures L and R to see if it is possible to get money allocated to the Parks & Recreation Commission for park improvements yearly. The Commissioners will review the final draft and finalize their recommendations. Updating and making changes to the ordinance is important, so it can reflect the most current information, policies, and duties of the commission.

FISCAL IMPACT

No fiscal impact on this item.

ATTACHMENTS

1. Commission Lobo's Recommendations
 2. Proposed Ordinance amendments
-
-



**REVIEW AND FINALIZE THE RECOMMENDATIONS
FOR POTENTIAL CHANGES TO SEASIDE
MUNICIPAL CODE SECTION 2.28 RECREATION
AND COMMISSION TO PRESENT TO THE CITY
COUNCIL FOR CONSIDERATION**

Item 6.A.

November 18, 2024

Dan Meewis, Recreation Director

Background

On May 17, 1990, Chapter 2.28 was amended and deleted entirely, and a new chapter 2.28 Recreation and Park Commission was established, and in section 2.28.030 (Duties) A-F, was hereby added to the Seaside Municipal Code. In 2004, to qualify for Tree City USA status, the City needed to amend Chapter 2.28 of the Seaside Municipal Code Recreation and Park Commission to incorporate language into the ordinance to meet the standards for Tree City USA status. Duties G-L were added to the ordinance.

24/25 Work-plan

During the development of the FY 24/25 work-plan the commission determined that they would like to make changes to Chapter 2.28 and recommend those changes to the City Council.

Meetings

- July
- August (Study Session)
- September

Proposed amendments

Repeal and replace section 2.28.030 Duties section A – L with the following:

- A. To recommend to the city council the establishment of an adequate system of parks, playgrounds and any other recreation facility which the commission may deem advisable including operation, management and maintenance of such facilities and the acquisition of necessary equipment;
- B. To recommend to the city council the acquisition of such real and personal property as may be necessary or advisable for recreational facilities;
- C. To recommend and make suggestions concerning any matter pertaining to parks, playgrounds and other recreational facilities which may be brought before the city council;
- D. To recommend fees or charges to be paid by residents and nonresidents for the use of city recreational facilities;

Proposed amendments cont.

Repeal and replace section 2.28.030 Duties section A – L with the following:

- E. Facilitate input and/or concerns from the community, which pertain to parks and recreation facilities, new and existing programs/events, and youth/adult sports field user groups within the City of Seaside;
- F. Facilitate input and/or concerns from youth/adult sports field user groups in regards to the condition and use of Seaside athletic facilities.
- G. Advise the city council on matters regarding trees, urban forestation endeavors and related resources, which may include; development of a long-range plan, conservation and care of urban forest resources, and the coordination of projects and plans for urban forestry programs.
- H. In collaboration with the public works department and/or other tree specialists, inform residents regarding tree planning, tree care, and forestry programs. (Ord. 938, 2004; Ord. 773 § 1 (Exh. A), 1990)

Commissioner Discussion

During the September meeting there was a commissioner request to take a look at past tax measures to see if there is the possibility to have a percentage of the taxes to go to the commission.

The commission request that staff look into the following voter approved taxes:

- Measure R – 2008
- Measure L – 2017

For these tax measures, the use of the revenue is strictly guided by the ordinance. In addition, the taxes are logged in the budget as Sales and Use Tax, and is added to the General Fund as revenue.

Questions

7

Parks & Recreation Commission
City of Seaside
2024-2025 Work Plan

Proposed Changes

A. Background

- Established Oct 13, 1954
- Duties of Commission (12 listed)
 - *To act in an advisory capacity to the city council, recreation director and the board of trustees of the school districts and to cooperate with the other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming*
 - *Recommend policies on recreational services and facilities to the recreation director and the city council*
 - *Consult with the recreation director on matters relating to the administration and development of recreation areas, facilities programs and improvements*
 - *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*
 - *Aid in coordinating recreation services with the programs of other public agencies and voluntary organizations*
 - *Advise the recreation director in the preparation of the annual budget and a long range recreation capital improvements program*
 - *Advise the city council on matters regarding trees, plants, landscape, etc.*
 - *Develop, keep current and aid in the facilitation of a plan for the development conservation and care of trees, trails, and parks.*
 - *Develop and review annually a long range plan for trees and parks both naturally occurring and planned.*
 - *Review, in cooperation with other city commissions, plans for landscaping, planting, trails, etc*
 - *Coordinate or conduct planned projects for the advancement of trees parks, and other outdoor recreational areas*
 - *In collaboration with other city commissions inform residents regarding landscape projects and care.*

B. Current 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. (current)

- **Proposed Vision, Mission, and Values Statements**

- *Proposed Vision*

- **Our vision is to identify, assess, advise, create, and provide life- and health enriching experiences and activities that will engage all community members with balanced attention to life stages and socio-economic levels.**

- *Proposed Mission*

- ☐ *To recommend to the city council the establishment of an adequate system of parks, playgrounds and any other recreation facility which the commission may deem advisable including operation, management and maintenance of such facilities and the acquisition of necessary equipment;*
 - ☐ *To recommend to the city council the acquisition of such real and personal property as may be necessary or advisable for recreational facilities;*
 - ☐ *To recommend and make suggestions concerning any matter pertaining to parks, playgrounds and other recreational facilities which may be brought before the city council;*
 - ☐ *To serve as the city's bicycle and pedestrian advisory committee;*
 - ☐ *To recommend fees or charges to be paid by residents and nonresidents for the use of city recreational facilities; provided, however, the city council at any time may review the fees or charges and abolish, change or modify such fees or charges or take such other action as the city council deems necessary in connection therewith;*
 - ☐ *Provide input and/or concerns from the community at large pertaining to parks and recreation within the City of Seaside;*
 - ☐ *Help advise with youth and adult athletic programs and field user groups;*

- **Proposed Value**

- *All meetings shall be conducted in a courteous, professional, and efficient manner, and all persons in attendance shall comport themselves in a manner befitting the proceedings.*
 - *Speaking without the Chair's permission or speaking out of turn in the course of any discussion is not acceptable and may be ruled out of order.*
 - *Obscene language or gestures, excessively loud tones, personal attacks, or any other threatening speech or actions are unacceptable and shall be ruled out of order.*

- *Repetitive or unduly argumentative testimony or discussion is not acceptable and may be ruled out of order.*
- *Focus within the scope of the Parks & Recreation Commission, and be respectful of other Commissioners' time.*

C. Work Plan Proposals

a. Advisory Body to the City Council.

As an on-going activity, serve as the recommending body for matters as defined in the Municipal Code. Keep abreast of current and emerging issues in parks and recreation. Use information to amend work plan if needed or save projects for future work plan.

Timeline: Ongoing

Staff Lead: Recreation Director

b. Advisory Body for Active Transportation Plan.(sub committee perhaps)(**CIP**)

As an on-going activity, serve as the recommending body surrounding matters dealing with bike and pedestrian safety on the Bike and Pedestrian Advisory Committee.

CIP Program Recommendation: Spur Trail and Regional Connectivity

Timeline: Ongoing

Areas of interest:

- Work on recommendations for regional connection between Big Sur, Carmel, Salinas, and the BART station in the foreseeable future
- Identify connectivity locations.
- Prioritize the locations based on feasibility, need, and community interest.

Participants: sub-committee

Staff Lead: Director of Civil Engineer, Recreation Director

c. Programs and Fees.

Annually review recreation programs and fees. If any, the Parks and Recreation Commission will make recommendations to the City Council regarding Parks and Recreation operation, programming, fees for service, development impact fees, and rental fees. On request by Council and/or staff, or as the Commission deems appropriate, conduct an evaluation of Parks and Recreation Programs and Fees. Provide consideration and recommendations to the City Council.

Timeline: Ongoing

Areas of interest:

- The Commission will request data from the Recreation Director for the January meetings.
- January 2025- Review the recreation program and fees at the January meeting.

Staff Lead:Recreation Director

d. Staff Support and Community Enrichment.

Provide support to Parks and Recreation staff in managing the prioritization of demand for limited park and recreation resources. Recommend and support staff

in enhancing the City's events, parks, playgrounds, and other recreation programs and facilities.

Timeline: August 2024- May 2025

Areas of interest:

- Participating in Field User Group Meetings

Staff Lead: Recreation Director

e. **Review of Capital Improvement Plan and Projects (CIP continue).**

Make recommendations to the City Council regarding CIP for Parks and Recreation facilities.

CIP Program recommendations/requests:

- Develop Parks and Facilities Master Plan
- Capra Park Grant (Presented by FOSPA)
- Dog Park (identify additional location and design)
- Laguna Grande Park Pathway (explore the idea of lights)

Timeline: As needed

Staff Lead: Recreation Director

Chapter 2.28
RECREATION AND PARK COMMISSION

Sections:

[2.28.010 Created.](#)

[2.28.020 Composition and terms of office.](#)

[2.28.030 Duties.](#)

2.28.010 Created.

There is created a recreation and park commission. (Ord. [773](#) § 1 (Exh. A), 1990)

2.28.020 Composition and terms of office.

The recreation and park commission shall consist of nine regular members. The appointed members of the commission shall hold office for three years. (Ord. [1067](#) § 2, 2019; Ord. [971](#) § 2, 2008; Ord. [887](#) § 2, 2000; Ord. [773](#) § 1 (Exh. A), 1990)

2.28.030 Duties.

The duties of the recreation and park commission shall be to:

~~A. Act in an advisory capacity to the city council, director of community services, the boards of trustees of the school districts and the director of community services in all matters pertaining to parks and public recreation, and to cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming;~~

~~B. Recommend policies on recreational services and facilities to the director of community services and the city council;~~

~~C. Consult with the director of community services on matters relating to the administration and development of recreation areas, facilities, programs and improved recreation services;~~

~~D. 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 director of community services;~~

~~E. Aid in coordinating recreation services with the programs of other public agencies and voluntary organizations;~~

~~F. Advise the director of community services in the preparation of the annual budget and a long-range recreation capital improvement program;~~

~~G. Advise the city council on matters regarding trees, urban forestation endeavors and related resources;~~

~~H. Develop, keep current, and aid in the facilitation of a plan for the development, conservation and care of urban forest resources;~~

~~I. Develop and review annually a long-range plan for urban forestation;~~

- ~~J. Review, in cooperation with the city forester, annual plans for urban forestry programs;~~
- ~~K. Coordinate or conduct planned projects for the advancement of the urban forest;~~
- ~~L. In collaboration with the city forester, inform residents regarding tree planning, tree care, and forestry programs. (Ord. 938, 2004; Ord. 773 § 1 (Exh. A), 1990)~~

Replace **2.28.030 Duties A-L** with

- A. To recommend to the city council the establishment of an adequate system of parks, playgrounds and any other recreation facility which the commission may deem advisable including operation, management and maintenance of such facilities and the acquisition of necessary equipment;
- B. To recommend to the city council the acquisition of such real and personal property as may be necessary or advisable for recreational facilities;
- C. To recommend and make suggestions concerning any matter pertaining to parks, playgrounds and other recreational facilities which may be brought before the city council;
- D. To recommend fees or charges to be paid by residents and nonresidents for the use of city recreational facilities;
- E. Facilitate input and/or concerns from the community, which pertain to parks and recreation facilities, new and existing programs/events, and youth/adult sports field user groups within the City of Seaside;
- F. Facilitate input and/or concerns from youth/adult sports field user groups in regards to the condition and use of Seaside athletic facilities.
- G. Advise the city council on matters regarding trees, urban forestation endeavors and related resources, which may include; development of a long-range plan, conservation and care of urban forest resources, and the coordination of projects and plans for urban forestry programs.
- H. In collaboration with the public works department and/or other tree specialists, inform residents regarding tree planning, tree care, and forestry programs. (Ord. 938, 2004; Ord. 773 § 1 (Exh. A), 1990)



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.B.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: November 18, 2024

**SUBJECT: DISCUSSION ON HOLIDAY LIGHTS CONTEST AND POTENTIAL
COLLABORATE WITH THE NEIGHBORHOOD IMPROVEMENT
COMMISSION**

RECOMMENDATION

Discuss this year's holiday lights contest and collaborate with the Neighborhood Improvement Commission.

BACKGROUND

In November 2023, the Parks & Recreation Commission received a request from the Neighborhood Improvement Commission (NIC) to collaborate with the Annual Holiday Lights contest that is done throughout the community. At the November 20, 2023, Parks & Recreation Commission meeting, the Commissioners voted on the Holiday Home Decorating Contest, and they agreed to collaborate with the Neighborhood Improvement Commission. On December 18, 2023, the Parks & Recreation Commissioners and staff went on a bus tour and judged 13 houses in Seaside that entered the holiday lights contest. They pick first, second, and third place winners. The winners were announced at the December 21, 2023, City Council meeting.

During the November 6, 2024, Neighborhood Improvement Commission's special meeting, A request was made to collaborate with the Parks and Recreation Commission again for this year's contest. The Parks and Recreation Commission's staff liaison was present at that meeting, and stated during public comment that he would add it to the agenda for the November 18, 2024, Parks and Recreation Commission meeting for discussion.

It is recommended that the commission collaborate with the NIC for the judging of the 2024 Holiday Lights Contest.

FISCAL IMPACT

No fiscal impact on this item.

ATTACHMENTS

None



MINUTES
CITY OF SEASIDE
PARKS AND RECREATION
COMMISSION

REGULAR MEETING
440 Harcourt Ave (Council Chamber)
Monday, December 16, 2024
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:

Bobby Maxwell	Chair	<u>X</u>
Dianne Nielson	Vice Chair	<u>X</u>
Alicia Louise Gaines	Commissioner	<u> </u> (Excused Absence)
James White	Commissioner	<u>X</u>
Chris Moulton	Commissioner	<u>X</u>
Jeanette Walton	Commissioner	<u> </u> (Excused Absence)
Karla Lobo	Commissioner	<u> </u> (Excused Absence)

STAFF:

Dan Meewis X Terry Navarro X

3. **GUESTS:**

- * Kayla Schoenbeck – Student Intern (CSUMB)
- * Ramona Olaeta-Reed – Neighborhood Improvement Commissioner
- * Dennis Alexander – Neighborhood Improvement Commissioner
- * Joan Costello – Neighborhood Improvement Chair

4. **PUBLIC COMMENTS:**

- * None

5. **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

6. **BUSINESS ITEMS:**

A. DISCUSS CHANGING THE JANUARY 20, 2025 REGULAR MEETING AND THE FEBRUARY 17, 2025 REGULAR MEETING DUE TO THE CITY OBSERVED HOLIDAYS:

- * Change January's Parks & Recreation Commission meeting to January 27, 2025. Chris Moulton/James White M/S/P
- * Change February's Parks & Recreation Commission meeting to February 24, 2025. James White/Chris Moulton M/S/P

* No Public Comment.

B. HOLIDAY LIGHT CONTEST JUDGING – BUS TOUR:

* Meeting was adjourned at 5:38 p.m.

* The Parks and Recreation Commissioners, three of the Neighborhood Improvement Commissioners and staff went on a bus tour to judge 10 houses in Seaside that entered the holiday lights contest. They picked a first, second, and third place winner.

* Meeting reconvene at 6:54 p.m.

* Staff tallied up the votes. First place was 1060 Rousch Ave. 1071 Douglas Court and 1145 Hamilton Ave Apt. A tied for second and third.

* The Commissioners ended the meeting with a tribute to Vice Chair Nielson, Who is leaving the commission, and well wishes for her endeavors.

* No Public Comment.

7. **ADJOURNMENT:** The meeting was adjourned at: 6:58 p.m.

RESPECTFULLY SUBMITTED,

Terry Navarro, PRC Clerk

Bobby Maxwell, PRC Chair

Next Special Scheduled Meeting

January 27, 2025

Time: 5:30 p.m.

HYBRID (Virtual & In-Person)



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.B.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: December 16, 2024

SUBJECT: HOLIDAY LIGHTS CONTEST JUDGING - BUS TOUR

RECOMMENDATION

Holiday Lights Judging

BACKGROUND

In November 2023 and 2024, the Parks and Recreation Commission voted and approved the collaboration with the Neighborhood Improvement Commission for the Holiday lights contest. The recreation department staff developed the online registration application for those households in Seaside interested in entering the contest. The contest has a deadline of Thursday, December 12, 2024, at 5:00 p.m. for Seaside households to enter.

The Parks and Recreation Commission will go on a bus tour of the City and judge all the houses that have been entered into the contest. The prize will be a gift certificate to a local Seaside business.

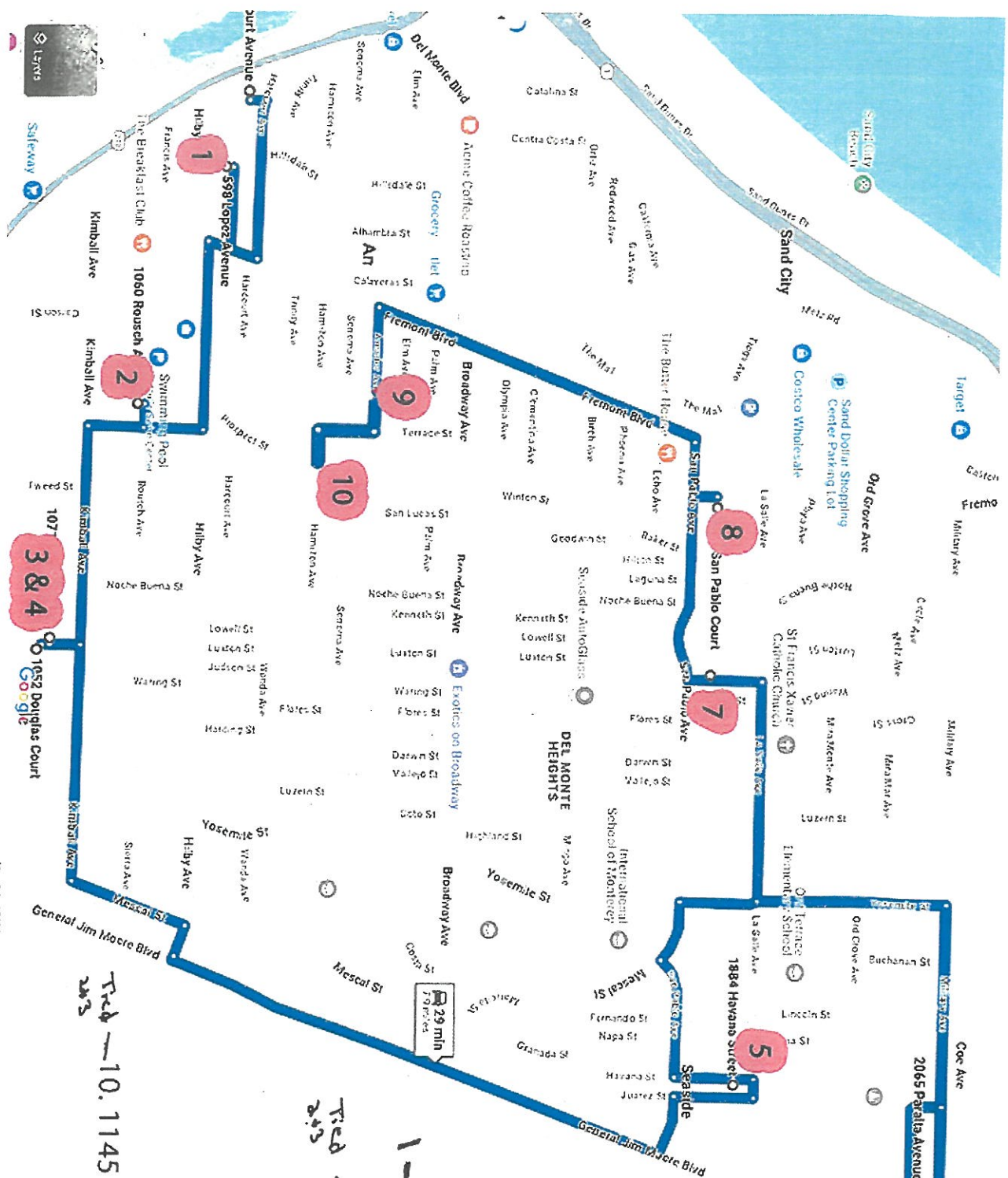
FISCAL IMPACT

The fiscal impact of this item is \$150 for prizes:

First Prize	\$75.00
Second Prize	\$50.00
Third Prize	\$25.00

Holiday Lights Contest Score Sheet

Address	Lights Are On	Be Merry	Holiday Cheer	Festive Seaside	WOW!
598 Lopez Ave	Green	White	Green	White	Green
1060 Rousch Ave	Red	Red	Red	Red	Red
1052 Douglas Ct	Green	White	Green	White	Green
1071 Douglas Ct	Red	Red	Red	Red	Red
1884 Havana St	Green	White	Green	White	Green
2065 Paraita Ave	Red	Red	Red	Red	Red
1833 Judson St	Green	White	Green	White	Green
1187 San Pablo Ct	Red	Red	Red	Red	Red
1048 Amador Ave	Green	White	Green	White	Green
1145 Hamilton Ave, Apt A	Red	Red	Red	Red	Red



Start: City Hall

1. 598 Lopez Ave
2. 1060 Rousch Ave
3. 1052 Douglas Ct
4. 1071 Douglas Ct
5. 1884 Havana St
6. 2065 Paralta Ave
7. 1833 Judson St
8. 1187 San Pablo Ct
9. 1048 Amador Ave
10. 1145 Hamilton Ave, Apt A



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.A.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: January 27, 2025

**SUBJECT: NOMINATION AND ELECTION OF A NEW CHAIR AND VICE
CHAIR FOR THE PARKS & RECREATION COMMISSION**

RECOMMENDATION

Selection of a new Chair and Vice Chair of the commission.

BACKGROUND

Every year the commission needs to select a new Chair and Vice Chair. This typically happens at the first or second meeting of the year. Commissioners will be able to nominate a fellow commissioner to serve in either role. If the nomination is accepted, a vote will be held to determine who will serve as the new Chair or Vice Chair.

FISCAL IMPACT

No fiscal impact with this item.

ATTACHMENTS

None



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.B.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: January 27, 2025

SUBJECT: SUBMISSION OF FORM 700

RECOMMENDATION

Review Form 700 and submit to the City Clerk.

BACKGROUND

Every year, each commissioner needs to file Form 700 with the City Clerk.

FISCAL IMPACT

No fiscal impact with this item.

ATTACHMENTS

1. California Form 700
-
-

**STATEMENT OF ECONOMIC INTERESTS
COVER PAGE
A PUBLIC DOCUMENT**

Date Initial Filing Received
Filing Official Use Only

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable

Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

2. Jurisdiction of Office (Check at least one box)

☐ State

☐ Judge, Retired Judge, Pro Tem Judge, or Court Commissioner
(Statewide Jurisdiction)

☐ Multi-County

☐ County of

☐ City of

☐ Other

3. Type of Statement (Check at least one box)

☐ Annual: The period covered is January 1, 2024, through
December 31, 2024.

☐ Leaving Office: Date Left / /
(Check one circle below.)

-or-

The period covered is / /, through
December 31, 2024.

☐ The period covered is January 1, 2024, through the date of
leaving office.

-or-

☐ Assuming Office: Date assumed / /

☐ The period covered is / /, through
the date of leaving office.

☐ Candidate: Date of Election and office sought, if different than Part 1:

4. Schedule Summary (required)

► Total number of pages including this cover page:

Schedules attached

☐ Schedule A-1 - Investments - schedule attached

☐ Schedule C - Income, Loans, & Business Positions - schedule attached

☐ Schedule A-2 - Investments - schedule attached

☐ Schedule D - Income - Gifts - schedule attached

☐ Schedule B - Real Property - schedule attached

☐ Schedule E - Income - Gifts - Travel Payments - schedule attached

-or- ☐ None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS
()

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed (month, day, year)

Signature (File the originally signed paper statement with your filing official.)



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.C.

TO: Parks and Recreation Commission

BY: Dan Meewis, Recreation Director

DATE: January 27, 2025

SUBJECT: DISCUSS PROJECT IDEAS FOR POTENTIAL ALLOCATION OF FUNDS FROM THE NEIGHBORHOOD IMPROVEMENT COMMISSION IN FISCAL YEAR 2025/2026

RECOMMENDATION

Discuss project ideas for the potential allocation of funds from the Neighborhood Improvement Commission.

BACKGROUND

Each year the Neighborhood Improvement Commission (NIC) receives funds from the Transient Occupancy Tax for their work plan. Last year, the Neighborhood Improvement Commission allocated funds to the Parks & Recreation Commission for their Trees in the Park Project and their Residential Free Tree Giveaway Program, and to upgrade the Wheeler Street Tennis Courts.

In addition, they allocated funding to other City Commissions for projects to be completed prior to the end of the fiscal year. The Commissioners would like to discuss different ideas for the potential allocation of funds from the Neighborhood Improvement Commission for future projects.

In a letter that was sent to the Parks & Recreation Commission staff liaison, the NIC is soliciting proposals for projects to fund with their fiscal year 25/26 work-plan. They would like to receive all proposals by February 28, 2025, so they can review these proposals during their March 1, 2025 retreat.

FISCAL IMPACT

No fiscal impact on this item.

ATTACHMENTS

1. NIC Letter
-
-



RECREATION DEPARTMENT

986 Hilby Avenue
Seaside, CA 93955
www.ci.seaside.ca.us

Telephone 831-899-6800
Fax 831-899-6274

Dear Commission Liaisons and Community Leaders,

Please share this with your Commission members and organizations:

The Neighborhood Improvement Commissioners have decided to start early this year in reaching out to the various Seaside Commissions and Community Groups for project ideas for their 2025/2026 work-plan. In past years, the NIC has been tasked with overseeing the vetting and submission process for potential improvement projects for the City Council to approve as part of the NIC's Annual Work-Plan. Funding for these projects comes from Transitory Occupation Tax (TOT).

The commission will review project ideas that are submitted before our before February 28, 2025, deadline and would appreciate all submissions to arrive before then so that the NIC can review them at their March 1, 2025 Retreat.

Guidelines for project submission:

- Projects should be in support of Neighborhood Improvement Commission
- Objectives -Muni Code Section 2.24.040 (see below).
- Project ideas should be sent by email to NIC liaison Dan Meewis dmeewis@ci.seaside.ca.us
- Fully developed ideas are not required at this point.
- We encourage all submissions that have a connection to the criteria below.

Thank you,

The Neighborhood Improvement Commission

Neighborhood Improvement Commission Objectives:

- Work towards the establishment of neighborhood block organizations to help encourage beautification and reduce vandalism in the neighborhoods
- Encourage citizens to beautify and upgrade their property and landscaping, and to remove items that adversely influence property values
- Encourage citizens to voluntarily comply with the various city codes relating to the general appearance of the City
- Make recommendations to the City Council on ways to improve the appearance of the City and to elicit voluntary cooperation to beautify and minimize vandalism in the City
- Work with service clubs and civic organizations, as appropriate, to help clean up the City and to promote and implement programs which help achieve this goal

Include, Innovate, Inspire

- Work towards the establishment of neighborhood block organizations to help encourage beautification and reduce vandalism in the neighborhoods
- Encourage citizens and merchants to decorate their homes and businesses with decorations during the holiday season and to appropriately display the United States flag on national holidays
- Conduct administrative hearings relating to property maintenance



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.D.

TO: Parks and Recreation Commission

BY:

DATE: January 27, 2025

**SUBJECT: RECEIVE A PRESENTATION ON THE RECOMMENDATION FROM
THE RECREATION AND PARKS COMMISSION TO MAKE TEXT
AMENDMENTS TO CHAPTER 2.28 OF THE SEASIDE MUNICIPAL
CODE "RECREATION AND PARK COMMISSION"**

RECOMMENDATION

Consider the recommendation from the Recreation and Park Commission to make text amendments to chapter 2.28 of the Seaside Municipal Code and provide directions to staff.

BACKGROUND

On May 17, 1990, Chapter 2.28 was amended and deleted entirely, and a new chapter 2.28 "Recreation and Park Commission" was established, and in section 2.28.030 (Duties) items A-F, was added to the Seaside Municipal Code. In 2004, the City amended Chapter 2.28 again to included language that was necessary in order for the City to be eligible to become a Tree City USA. At that time in section 2.28.030 items G-L were added to meet the standards for Tree City USA status.

During the commission's 24/25 work-plan development process, the commission determined that they would like to work on making amendments to chapter 2.28. The commission worked on the amendments during their July, August (Study Session), and September meetings.

After multiple discussions, the commission decided on the following proposed amendments to the ordinance:

Repeal and replace code section 2.28.030 (Duties) A-L with the following:

- A. To recommend to the city council the establishment of an adequate system of parks, playgrounds and any other recreation facility which the commission may deem advisable including operation, management and maintenance of such facilities and the acquisition of necessary equipment;
- B. To recommend to the city council the acquisition of such real and personal property as may be necessary or advisable for recreational facilities;
- C. To recommend and make suggestions concerning any matter pertaining to parks, playgrounds and other recreational facilities which may be brought before the city council;
- D. To recommend fees or charges to be paid by residents and non-residents for the use of city recreational facilities;
- E. Facilitate input and/or concerns from the community, which pertain to parks and recreation facilities, new and existing programs/events, and youth/adult sports field user groups within the City of Seaside;
- F. Facilitate input and/or concerns from youth/adult sports field user groups in regards to the condition and use of Seaside athletic facilities.
- G. Advise the city council on matters regarding trees, urban forestation endeavors and related resources, which may include; development of a long-range plan, conservation and care of urban forest resources, and the coordination of projects and plans for urban forestry programs.
- H. In collaboration with the public works department and/or other tree specialists, inform residents regarding tree planning, tree care, and forestry programs. (Ord. 938, 2004; Ord. 773 § 1 (Exh. A), 1990)

The Commission also discussed looking at past tax measures to see if there is the possibility of having a percentage of those taxes be allocated to the commission to projects that would be specifically for Parks and Recreation. The two tax measures that were requested to be reviewed were Measure R from 2008, and Measure L from 2017.

For these two tax measures, the use of the revenue is strictly guided by the ordinance. In addition, these taxes are logged in the budget as Sales and Use Tax, and is added to the General Fund as revenue.

After staff relayed this information to the commission, the commission then requested staff to look into the possibility of having a percentage of the Cannabis tax revenue allocated to the commission similar to how the Neighborhood Improvement Commission receives a funds based on a percentage of the funds collected the Transient Occupancy Tax. Ultimately the commission would also like to add this into the ordinance as well.

FISCAL IMPACT

ATTACHMENTS

None
