

AGENDA

PARKS, RECREATION AND BEAUTIFICATION COMMISSION

THURSDAY, MAY 20, 2021

AT 6:00 PM

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting, please contact the City Clerk (805-473-4567) at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

In compliance with the State and County Shelter at Home Orders, and as allowed by the Governor's Executive Order N-29-20, which allows for a deviation of teleconference rules required by the Ralph M. Brown Act, Commission meetings will be held by teleconference only until further notice.

Meetings can be viewed on Channel 20. Rather than attending in person, residents should call (805)-321-6639 to provide public comment via phone (the phone line will open just prior to the start of the meeting at 6:00 PM) or written public comments can be submitted via email to gbadmin@groverbeach.org prior to the meeting start time of 6:00 PM. If submitting written comments in advance of the meeting, please note the agenda item. Written comments will be read out loud during the Commission meeting on the appropriate agenda item subject to the customary 3-minute time limit.

CALL TO ORDER

FLAG SALUTE

OATH OF OFFICE: The City Clerk will administer the Oath of Office to Commissioners Dee, De La Rosa and Ramirez.

ROLL CALL Commissioners Kassi Dee, Donna De La Rosa, Debbie Guerra, Kara Ramirez, and Chair Jeff Al-Mashat

PUBLIC COMMUNICATIONS

Any member of the public may address the Commission for a period not to exceed three minutes total on any item of interest within the jurisdiction of this Commission. The Commission will listen to all communications; however, in compliance with the Brown Act, the Commission cannot act on items not on the agenda.

CONSENT AGENDA

The following routine items listed below are scheduled for consideration as a group. Recommendations for each item are noted in parentheses. Members of the audience may speak on any item(s) listed on the Consent Agenda. Any Commissioner or the Director may request that an item be withdrawn from the Consent Agenda to allow for full discussion.

- 1. Minutes of the Parks, Recreation and Beautification Commission on January 21, 2021.**
(Recommended Action: Approve the minutes as submitted or revised.)
VOICE VOTE

2. **2021 Department Monthly Report**
(Recommendation Action: Review and file Monthly Report)
VOICE VOTE

REGULAR BUSINESS

3. **Mayor's Welcome and City Overview** – Mayor Lee and City Manager Bronson
(Recommended Action: Receive a welcome from Mayor Lee and an overview of City items from City Manager Bronson.)
4. **Brown Act Discussion** – City Attorney Hale
(Recommended Action: Receive information on the Brown Act.)
5. **Parks, Recreation and Beautification Commission Overview** – Parks & Recreation Program Director Petker and Recreation Coordinator Ochotorena
(Recommended Action: Receive an overview of the responsibilities of the Parks, Recreation, and Beautification Commission and have the opportunity to ask questions and provide input to staff.)

PUBLIC COMMUNICATIONS

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COMMISSION COMMUNICATIONS

STAFF COMMUNICATION

ADJOURNMENT

* * * * *

Staff reports or other written materials relating to each item of business referred to on this agenda are available from the City website www.groverbeach.org and on file in the City Clerk's Office. Related materials submitted after distribution of the agenda packet are available in the City Clerk's Office during normal business hours. If you have questions regarding any agenda item, please contact the appropriate City Department. Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the City Council and distributed subsequent to distribution of the agenda packet will be made available for public inspection in the City Clerk's Office during normal business hours.

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Note: This agenda was prepared and posted pursuant to Government Code Section 54954.2. This agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the agenda posted at City Hall for any revisions or call the City Clerk's Office at (805) 473-4567 for more information.

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The agenda and staff reports are also available on the City's website: www.groverbeach.org

REGULAR MEETING
PARKS, RECREATION AND BEAUTIFICATION COMMISSION
THURSDAY, JANUARY 21, 2021 6:00 P.M.
Via Teleconference

CALL TO ORDER Chair Al-Mashat called the meeting of the Parks, Recreation and Beautification Commission to order at 6:12 p.m. with all Commissioners teleconferencing.

ROLE CALL **Commissioners:** Dave Duringer, Joseph Holmes and Chair Jeff Al-Mashat were present. Commissioner Debbie Guerra joined the meeting at 6:16 p.m.

City Staff: Mayor Jeff Lee, City Manager Matthew Bronson, Parks and Recreation Program Director Kathy Petker, Recreation Coordinator Madison Ochotorena, City Clerk Wendi Sims and Deputy City Clerk-PRBC Secretary Nicole Retana were also present via teleconference.

FLAG SALUTE The flag salute was led by Commissioner Duringer.

PUBLIC COMMUNICATIONS:

Chair Al-Mashat opened the floor to any member of the public calling into the meeting on the teleconference line (805) 321-6639, for comment on items of interest which were within the jurisdiction of the Commission, but were not listed on the agenda. No one responded and the Chair closed the Public Communication segment for this portion of the meeting.

CONSENT AGENDA

1. **Minutes of the Parks, Recreation and Beautification Commission Meeting on Thursday, September 17, 2020 and December 17, 2020.**
2. **2020 Department Monthly Report**

Action: It was motioned by Commissioner Holmes and seconded by Commissioner Duringer to approve Consent Agenda Item Numbers 1 and 2 as recommended. The motion passed unanimously via voice vote.

REGULAR BUSINESS

3. **Update on City Issues and Input on City Priorities**

City Manager Bronson introduced Mayor Jeff Lee, who welcomed the Commissioners and stated he is open to comments on what Parks can do to improve the City of Grover Beach. City Manager Bronson presented the PowerPoint Presentation regarding City Priorities.

Discussion ensued with all Commissioners regarding suggested priorities for the City. Commissioners stated Street Safety, Traffic Control, Bike Friendly Streets, and Public Art are priorities.

Chair Al-Mashat opened public comment on this matter. No public comments were received at this time and Chair Al-Mashat closed public comment.

City Manager Bronson commented he appreciated the diversity of comments, discussed the survey on our City Website and upcoming January 28th meeting via Zoom.

Mayor Lee thanked all Commissioners for their service.

Action: Received information and provided input on priorities to be shared with the City Council.

4. 16th Street Park New Playground Equipment Design Concepts

Parks and Recreation Program Director Petker presented the staff report via a PowerPoint presentation discussing the 10 design concepts available for the new playground equipment at the 16th Street Park.

Discussion ensued with all Commissioners on the cost, ADA options, colors and adding additional equipment to the designs. Commissioners gave consensus on option 2, Park and Play Structure with the addition of a swing set.

Action: Reviewed proposed design concepts for new playground equipment at the 16th Street Park and direct staff to bring to City Council their consensus of Option 2 for the design.

COMMISSION COMMUNICATIONS

Commissioner Durringer stated he will be resigning from the Commission due to moving out of the City of Grover Beach.

Commissioner Al-Mashat discussed issues with tree removal.

STAFF COMMUNICATION

Parks and Recreation Director Petker provided information on the Parks and Recreation Department's operational changes due to the COVID-19 pandemic.

Recreation Coordinator Ochotorena discussed the City's upcoming virtual events; #Sharethelove; Arbor Day; and the 5K Fun Run.

PUBLIC COMMUNICATION

None.

At 7:35 p.m., Commissioner Holmes exited the meeting.

ADJOURNMENT

Chair Al-Mashat adjourned the meeting at 7:43 p.m.

JEFF AL-MASHAT, CHAIR

Attest:

SECRETARY TO THE PARKS, RECREATION AND BEAUTIFICATION COMMISSION

NICOLE RETANA, DEPUTY CITY CLERK

(Approved at PRBC Meeting _____ 2021)

DRAFT

Grover Beach Parks & Recreation													
FY 2021 Monthly Report													
Facility/Park Rentals													
Grover Beach Community Center													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
City Sponsored (includes City of GB, Federal, State, or other local gov't agencies)	0	0	0	0	0	0	0	0	0	0	0	0	0
Grover Beach Non-Profit	0	0	0	0	0	0	0	0	6	0	0	0	6
Non- Profit	0	0	0	0	0	0	0	0	0	0	0	0	0
Private	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Profit Usage Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Private Usage Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Number of Functions Requiring Building Attendant	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Community Center Uses	0	0	0	0	0	0	0	0	6	0	0	0	6
Total Community Center Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ramona Garden Park Center													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
City Sponsored (includes City of GB, Federal, State, or other local gov't agencies)	1	1	0	0	2	1	1	1	1	1	0	0	9
Grover Beach Non-Profit	0	0	0	0	0	0	0	0	0	0	0	0	0
Non- Profit	0	0	0	0	0	0	0	0	0	0	0	0	0
Private	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Profit Usage Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Private Usage Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Number of Functions Requiring Building Attendant	1	1	0	0	0	0	0	0	0	0	0	0	2
Total Ramona Center Uses	1	1	0	0	1	1	1	1	1	1	0	0	8
Total Ramona Center Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grover Heights Park													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Group Barbecue Area Reservations	0	0	0	0	0	0	0	0	0	2	0	0	2
Volleyball Court Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Horseshoe Pit Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Tennis Court Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Grover Heights Park Usage Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$137	\$0	\$0	\$137
Total Grover Heights Park Uses	0	0	0	0	0	0	0	0	0	2	0	0	2
Total Grover Heights Park Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$137	\$0	\$0	\$137
16th Street Park													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Group Barbecue Area Reservations	0	0	0	0	0	0	0	0	0	1	0	0	1
Volleyball Court Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Horseshoe Pit Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Softball Field Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
16th Street Park Usage Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$94	\$0	\$0	\$94
Total 16th Street Park Uses	0	0	0	0	0	0	0	0	0	1	0	0	1
Total 16th Street Park Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$94	\$0	\$0	\$94
Mentone Basin Park													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Field/Lights Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Basketball Court Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Tennis Court Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Mentone Basin Park Usage Fees Collected	\$0	\$0	0	0	0	0	0	0	0	0	0	0	\$0
Total Mentone Basin Park Uses	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Mentone Basin Park Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ramona Garden Park													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Gazebo/Ampitheater Reservations	0	0	0	0	0	0	0	0	0	0	0	0	0
Ramona Garden Park Gazebo Usage Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Ramona Garden Park Uses	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Ramona Garden Park Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Park Uses	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Park Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Rentals													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Total Equipment Rental Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grover Beach Parks & Recreation													
FY 2021 Monthly Report													
Recreation Classes													
Adult Classes													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Adult Classes - Number Offered	1	1	2	3	3	1	1	1	2	2	0		17
Adult Classes - Total Participation	8	9	19	19	21	11	13	10	18	16	0		144
Adult Classes - Fees Collected	\$128	\$153	\$219	\$199	\$194	\$187	\$221	\$170	\$136	\$119	\$0		\$1,726
Youth Classes													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Youth Classes - Number Offered	0	0	0	0	0	0	0	0	0	0	0		0
Youth Classes - Total Participation	0	0	0	0	0	0	0	0	0	0	0		0
Youth Classes - Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Tiny Tots													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Tiny Tots - Number Offered	0	0	0	0	0	0	0	0	0	0	0		0
Tiny Tots - Total Participation	0	0	0	0	0	0	0	0	0	0	0		0
Tiny Tots - Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Co-Sponsored Classes													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Co-Sponsored Classes - Number Offered	0	0	0	0	0	0	0	0	0	0	0		0
Dedication Programs													
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Dedicate a Tree Program	0	0	0	0	0	0	0	0	0	0	0		0
Dedicate a Bench Program	0	0	0	0	0	0	0	0	0	0	0		0
Dedicate a Picnic Table Program	0	0	0	0	0	0	0	0	0	0	0		0
*Ramona Center used for COVID testing													
* Month of March 5CHC usage at GBCC- still awaiting fee collection													

No Documentation for this Agenda Item –
Mayor's Welcome and City Overview

Agenda Item No 3
Mayor's Welcome and City Overview.

(PRBC Mtg 5/20/2021)



GROVER BEACH RALPH M BROWN ACT

David Hale, City Attorney

GROVERBEACH.ORG

Ralph M Brown Act

- Legislature's Intent

- Gov't Code Sections 54950 – 54963
- Proposition 59, (2004) amended Cal. Const.
 - “The people have the right of access to information concerning the conduct of the people’s business, and, therefore, the meetings of public bodies and the writings of public officials and agencies shall be open to public scrutiny”



Ralph M. Brown Act

- Applies to legislative bodies of governmental agencies:
 - Legislative bodies include:
 - City Councils
 - Boards of Supervisors
 - School Boards
 - Trustees of Special Districts
 - Can include newly-elected members of the legislative body prior to taking office



Ralph M Brown Act

- Legislative bodies also include
 - Appointed bodies
 - Standing committees
 - The Act may also include governing bodies of private organizations when created by a legislative body to exercise part of its authority



Ralph M Brown Act

- Brown Act only applies to meetings of local legislative bodies
 - Meetings include:
 - Regular meetings
 - Special meetings
 - Emergency meetings
 - Adjourned meetings
 - Meetings can include under certain circumstances individual contacts and informal gatherings



Ralph M Brown Act

- Brown Act exceptions to a meeting
 - Individual contacts unless a serial meeting
 - Conferences
 - Community Meetings
 - Other Legislative bodies
 - Standing Committees
 - Social or Ceremonial Events



Ralph M Brown Act

- Besides the rules related to when an agency conducts a meeting, there are requirements for notice of those meetings
 - Posting notice of the meeting 72 hours before it is held
 - Must be posted in an accessible public place
 - Agency must mail the agenda to those who have requested it
 - Notice of Special meetings must be done 24 hours prior to the meeting
 - Notice for Special meetings must be sent to all members of the legislative body along with newspapers and media that have requested notice



Ralph M Brown Act

- Members of the public on most occasions are allowed to participate during the meeting
 - The legislative body is not allowed to take action on a matter not on the agenda, but may give direction to staff to bring a matter back on a future agenda
 - The legislative body is allowed to respond to questions from the public and provide references to staff or other resources for factual information
 - The public was generally allowed to attend public meetings but that has been revised during the COVID pandemic



Ralph M Brown Act

- Closed Session
 - The Brown Act promulgates a strong statement in favor of open meetings
 - Private gatherings are prohibited unless expressly authorized under the Act
 - This rule of law is not influenced by the fact the material may be sensitive, embarrassing or controversial



Ralph M Brown Act

- Closed Session
 - The closed session item must be briefly described on the posted agenda and the description must state the specific statutory exemption
 - The agency must make a public disclosure in open session of the matter that is intending to be discussed in closed session
 - Under certain circumstances the agency must report out in open session the decision of the legislative body after the closed session is completed



Ralph M Brown Act

- Closed Session
 - Matters subject to closed session
 - Litigation
 - Real Estate Negotiations
 - Public Employment
 - Labor Negotiations
 - Grand Jury Testimony
 - License Applications with Criminal Records
 - Public Security



Ralph M Brown Act

- Remedies for Violation of the Brown Act
 - The District Attorney may seek a criminal action regarding any violation of the Act
 - Violations are considered a misdemeanor
 - Any interested part may seek a civil action to prevent future violations
 - Any successful litigant may seek court costs and attorney's fees
 - Voluntary Resolution



Ralph M Brown Act

QUESTIONS OR COMMENTS



GROVERBEACH.ORG



PARKS, RECREATION AND BEAUTIFICATION STAFF REPORT

TO: Parks, Recreation and Beautification Commission **DATE:** May 20, 2021

FROM: Parks & Recreation Program Director Kathy Petker

PREPARED BY: Wendi Sims, City Clerk

SUBJECT: Parks, Recreation, and Beautification Commission Overview

RECOMMENDATION

Receive an overview of the responsibilities of the Parks, Recreation, and Beautification Commission and have the opportunity to ask questions and provide input to staff.

BACKGROUND

The role of the Commission is to advise and provide recommendations to the City Council and Parks and Recreation Department regarding issues involving parks, recreation, city-sponsored special events, and beautification efforts. The Commission also provides a forum for citizen input on these topics as well. The Commission was formed in 2005 through combining the Grover Beautiful Committee with the Parks and Recreation Commission. Commission duties include recommending policies on recreation services, development of park facilities and programs and improvements of recreation services, and beautification activities including public art for the purpose of further beautifying the Grover Beach community.

The Commission has recently provided recommendations to the Council on the Ramona Park Master Plan, 16th Street Park playground, and utility box artwork designs. Some of the specific community-based tasks the Commission has also done in recent years has been identifying homes and businesses throughout the city to be recognized for Beautification Awards and Holiday of Lights Decorating Contest and coordinating the Spring Garden Tour.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ALTERNATIVES

The Commission has the following alternative to consider:

1. Receive an overview of the responsibilities of the Parks, Recreation, and Beautification Commission have the opportunity to ask questions and provide input to staff.
2. Provide directions to staff.

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.

ATTACHMENTS

None
