

AGENDA
PARKS, RECREATION AND BEAUTIFICATION COMMISSION
GROVER BEACH CITY HALL – COUNCIL CHAMBERS
154 SOUTH EIGHTH STREET
GROVER BEACH, CALIFORNIA
THURSDAY, JUNE 16, 2022, 6:00 PM

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CALL TO ORDER

FLAG SALUTE

ROLL CALL Commission Members Kassi Dee, Donna De La Rosa, Sage Lysobey, 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 Any Commissioner or the Director may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 Meeting on May 19, 2022.**
(Recommended Action): Approve the minutes as submitted or revised.)
VOICE VOTE

2. **Parks & Recreation Monthly Reports Through May 2022**
(Recommended Action): Receive an update on Parks & Recreation Department monthly classes, park and facility and special event reports.)
VOICE VOTE

REGULAR BUSINESS

3. Election of Vice Chair

(Recommended Action: The Commission is recommended to nominate and select a Vice Chairperson to serve through December 2022, in line with the term of the Commission Chairperson.)

ROLL CALL VOTE

4. Capital Improvement Projects (CIP) Recommendations

(Recommended Action: The Commission is recommended to review and approve the proposed timeline and schedule for making recommendations to the City Council regarding FY 2023-24 Capital Improvement Projects for future park needs.)

ROLL CALL VOTE

COMMISSION COMMUNICATIONS

This item gives individual Commissioners the opportunity to seek consensus for scheduling a specific item on a future agenda, provide communications regarding parks and recreation related items pertaining to Grover Beach, or other items of community interest.

STAFF COMMUNICATION

- Follow up events: Spring Garden Tour & Summer Concerts
- Cancellation of July meeting

PUBLIC COMMUNICATION

ADJOURNMENT

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

**MEETING
PARKS, RECREATION AND BEAUTIFICATION COMMISSION
THURSDAY, MAY 19, 2022, at 6:00 P.M.**

CALL TO ORDER Acting Chair Kassi Dee called the meeting of the Parks, Recreation and Beautification Commission to order at 6:00 p.m. at City Hall Council Chambers 154 South 8th Street, Grover Beach, California.

ROLE CALL **Commissioners:** Donna De La Rosa, Sage Lysobey and Acting Chair Kassi Dee were present. Commissioners Jeff Al-Mashat and Kara Ramirez were not present.

City Staff: Parks and Recreation Director Kathy Petker, Recreation Coordinator Madison Ochotorena, Deputy City Manager Kristin Eriksson, City Clerk Wendi Sims and Deputy City Clerk/PRBC Secretary Nicole Retana were also present.

FLAG SALUTE The flag salute was led by all present.

PUBLIC COMMUNICATIONS:

Acting Chair Kassi Dee opened the floor to any member of the public present and 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.

CONSENT AGENDA

Acting Chair Kassi Dee opened public comment on this matter. No public comments were received at this time and Acting Chair Dee closed public comment.

1. **Minutes of the Parks, Recreation and Beautification Commission Meeting on Thursday, April 21, 2022**
2. **Parks & Recreation Monthly Reports through April 2022**

Action: It was motioned by Commissioner De La Rosa and seconded by Commissioner Lysobey to approve Consent Agenda Item Numbers 1, and 2 as recommended. The motion passed via voice vote.

REGULAR BUSINESS

3. **Spring Garden Tour Final Planning and Garden Preview**

Acting Chair Dee read the title to the forgoing item and introduced Parks and Recreation Director Petker.

Parks and Recreation Director Petker presented a PowerPoint presentation reviewing the submissions and requested the Commission to provide recommendation for the final coordination plans.

Vice Chair Dee opened public comment on this matter. No public comments were received at this time and Vice Chair Dee closed public comment.

Action: It was motioned by Acting Chair Dee and seconded by Commissioner Lysobey to select addresses for the final Tour including the following:

- 351 N. 9th Street; 1770 Baden Avenue; 186 N. 12th Street; 920 Brighton and 603 S. 6th Street.

The motion carried on the following roll call vote:

AYES: Commissioner De La Rosa, Lysobey and Acting Chair Dee.
NOES: None.
ABSENT: Commissioner Al-Mashat and Ramirez
ABSTAIN: None.
RECUSED: None.

COMMISSION COMMUNICATIONS

Acting Chair Dee discussed the upcoming Strawberries Through Grover Beach event on taking place on May 27th through the 30th.

STAFF COMMUNICATION

Parks and Recreation Director Petker discussed the upcoming Grover Beach Summer Concert Series at Ramona Garden Park, every Sunday, June through August and, stated the Pickleball courts at Mentone Basin Park were operating with portable nets and the temporary schedule had been posted.

Recreation Coordinator Ochotorena reported that the Mother & Son Dinner and Dance – Boots & Buddies event was held on May 13, 2022 and was a success with 110 people in attendance.

PUBLIC COMMUNICATION

Vice Chair Dee opened public comment on this matter. No public comments were received at this time and Vice Chair Dee closed public comment.

ADJOURNMENT

Acting Chair Kassi Dee adjourned the meeting at 6:41 p.m.

KASSI DEE, ACTING CHAIR

Attest:

SECRETARY TO THE PARKS, RECREATION AND BEAUTIFICATION COMMISSION
NICOLE RETANA, DEPUTY CITY CLERK
(Approved at PRBC Meeting)



PARKS, RECREATION AND BEAUTIFICATION COMMISSION STAFF REPORT

TO: Parks, Recreation and Beautification Commission

DATE: June 16, 2022

FROM: Parks & Recreation Director Kathy Petker

PREPARED BY: Madison Ochotorena, Recreation Coordinator

SUBJECT: Parks & Recreation Monthly Reports Through May 2022

RECOMMENDATION

Receive an update on Parks & Recreation Department monthly classes, park and facility rentals and special event reports.

BACKGROUND

Each month the Parks & Recreation Department staff tracks the registrations for paid classes, revenue received for facility and park rentals, participant and volunteer numbers for events, tracking of sponsor funds, as well as a list of special events. Please note that these reports are based on the City's fiscal year calendar.

FISCAL IMPACT

The Department continues to realize increases of revenues as a result of re-opening in person classes and events as well as a surge in parks and facilities rentals. The Park & Recreation Department received approximately \$7,600 in direct revenues for the month of for class reservations from the preschool registrations, youth/ adult classes, special events, facility and park reservations. Expenditures for the month of May included the special event for the Mother & Son Dinner Dance event as well as contractor payments for negotiated class percentages which averages approximately 70% to instructors. The addition of the playground at 16th Street has continued to significantly increase the barbecue park rentals and reservations are reserved up to three months in advance. The month of May has seen a significant increase in reservations at the Grover Heights Park (both upper and lower bbq spaces). This has been a growing trend as Grover Heights Park is a back-up park to the highly requested and desired 16th Park.

ALTERNATIVES

The Commission has the following alternative to consider:

1. Receive an update on Parks & Recreation Monthly Reports; or
2. Provide alternative direction to staff.

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.

Attachments

1. Facility and Special Events Monthly Reports

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/Amphitheater Reservations	1	0	0	0	0	0	0	0	0	0	0	0	1
Ramona Garden Park Gazebo Usage Fees Collected	\$93	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$93
Total Ramona Garden Park Uses	1	0	0	0	0	0	0	0	0	0	0	0	1
Total Ramona Garden Park Fees Collected	\$325	\$41	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$366

Total Park Uses	15	13	18	0	0	0	0	0	0	0	0	0	46
Total Park Fees Collected	\$1,419	\$1,225	\$1,760	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,404

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

Recreation Classes

Adult Classes	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Adult Classes - Number Offered	2	3	4	3	3	3	4	4	4	3	4	0	37
Adult Classes - Total Participation	21	10	47	17	32	28	28	30	26	19	24	0	282
Adult Classes - Fees Collected	\$246	\$87	\$1,144	\$801	\$458	\$640	\$640	\$667	\$353	\$263	\$544	\$0	\$5,841

Youth Classes	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Youth Classes - Number Offered	0	0	0	1	0	0	0	0	1	1	0	0	3
Youth Classes - Total Participation	0	0	0	9	0	0	0	0	6	6	0	0	21
Youth Classes - Fees Collected	\$0	\$0	\$0	\$108	\$0	\$0	\$0	\$0	\$72	\$72	\$0	\$0	\$252

Tiny Tots	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Tiny Tots - Number Offered	2	2	4	4	4	4	5	5	5	5	5	0	45
Tiny Tots - Total Participation	16	20	23	35	37	35	48	44	51	49	48	0	406
Tiny Tots - Fees Collected	\$686	\$858	\$1,037	\$1,631	\$1,731	\$1,653	\$1,953	\$2,053	\$2,375	\$2,282	\$1,939	\$0	\$18,199

Co-Sponsored Classes	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Co-Sponsored Classes - Number Offered	1	1	1	1	0	0	0	1	0	0	0	0	5

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	0
Dedicate a Bench Program	0	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	0

Hero Park	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
Basketball Court Reservations	0	0	0	0	1	0	0	0	0	0	0	0	1
Total Hero Park Uses	0	0	0	0	0	0	0	0	0	0	0	0	1
Total Hero Park Fees Collected	\$548	#REF!	#REF!	#REF!	\$30	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	\$0	\$578

Grover Beach Parks & Recreation

P - Participant V - Volunteer

FY 2022

REVENUE							JUL		AUG		SEP		OCT		NOV		DEC	
SPECIAL EVENT	TOTAL DEPT. BUDGET FOR SPECIAL EVENTS	SPONSORS/ DONATIONS	SALES/ REGIST	TOTAL REVENUE	EXPENSES	BALANCE OF EVENT BUDGET PLUS TOTAL REVENUE MINUS EXPENSES	P	V	P	V	P	V	P	V	P	V	P	V
	\$31,000.00																	
Summer Concert Series	July-August	\$20,000.00	\$6,071.70	\$6,221.70	\$10,369.00	\$26,852.70	0	4	0	0	0	0	*Note: Monthly Participant & Volunteer numbers are cummulative based on approx. weekly					
9/11 Memorial Event	Sept 11th	\$0.00	\$0.00	\$0.00	\$0.00	\$26,852.70					0	0						
Annual Dune Run Run & Walk	Sept 19th	\$0.00	\$1,678.00	\$0.00	\$1,500.00	\$25,352.70					64	10						
Movie Night - SEP	Sept 18th	\$0.00	\$40.00	\$0.00	\$35.00	\$25,317.70					0	0						
Movie Night - OCT	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$25,317.70							0	0				
Cal Poly Basketball Clinic	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$25,317.70							0	0				
Cal Poly Tennis Clinic Men's Team	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$25,317.70							0	0				
Carved Pumpkin / Halloween Activities (* see note below)	Oct-Friclosest to 31st	\$0.00	\$0.00	\$0.00	\$1,844.50	\$23,473.20							400	25				
Thanksgiving Thankfulness Contest	November month	\$200.00	\$0.00	\$0.00	\$0.00	\$23,473.20												
Cal Poly Tennis Clinic Women's Team	November	\$0.00	\$0.00	\$0.00	\$0.00	\$23,473.20									0	0		
Tree Light Ceremony	December 4th	\$0.00	\$0.00	\$0.00	\$41.05	\$23,432.15												
Santa's Workshop	Dec- 1st Sat	\$0.00	\$0.00	\$0.00	\$631.07	\$22,842.13											0	0
Holiday of Lights Contest	Dec 1-10	\$0.00	\$0.00	\$0.00	\$101.77	\$23,330.38											0	0
Annual Holiday Parade (**see note below)	Dec- 4 Sat	\$0.00	\$0.00	\$0.00	\$3,511.97	\$19,330.16											0	0

REVENUE							JAN		FEB		MAR		APR		MAY		JUN	
SPECIAL EVENT	BUDGET	SPONSORS/ DONATIONS (includes in-kind)	SALES/ REGIST	TOTAL REVENUE	EXPENSES	BALANCE OF EVENT BUDGET PLUS TOTAL REVENUE MINUS EXPENSES	P	V	P	V	P	V	P	V	P	V	P	V
							Volunteer Recognition Drive Thru Event	Feb 18th, 2022	\$0.00	\$0.00	\$0.00	\$984.67					30	6
Picnic in the Park	April 15th, 2022				\$496.00													
Arbor Day Celebration		\$0.00	\$0.00	\$0.00	\$162.58								21	0				
Mother Son Dinner & Dance	May 13th, 2022	\$0.00	\$3,036.00	\$3,036.00	\$3,815.05										110	1		
Spring Garden Tour		\$0.00	\$0.00	\$0.00														
Summer Concert Series	June 5- August 21	\$0.00	\$6,071.70	\$0.00														

* Note: In-kind donations of hot dogs, candy, chips, water, not included with sponsor/donation figures.

** Note: Direct expenses does not include staff time



PARKS, RECREATION & BEAUTIFICATION COMMISSION STAFF REPORT

TO: Parks, Recreation & Beautification Commission
DATE: June 16, 2022
FROM: Kathy Petker, Parks and Recreation Director
SUBJECT: Election of Vice Chair

RECOMMENDATION

The Commission is recommended to nominate and select a Vice-Chairperson to serve through December 2022, in line with the term of the Commission Chairperson.

BACKGROUND

The schedule for selection of a Vice-Chairperson for the Parks, Recreation and Beautification Commission is established by City Ordinance and is also referred to in the Commissioner's Handbook. Generally, the term of office for each position is (1) one year, however, as no Vice-Chair was chosen for this year, the term of this Vice-Chairperson will be for six months, to align with the selection of a Chairperson in 2023. Commissioners can be reappointed to Chair or Vice-Chair positions for successive years. The incumbent may be requested to assist staff with additional duties, attend special meetings throughout the community and, act as a figurehead during Department sponsored events.

DISCUSSION

The Commission should select by nomination and majority vote elect a Vice-Chairperson to serve through December 2022.

ALTERNATIVES

The Commission has the following alternatives to consider:

1. Nominate and select a Vice-Chairperson to serve through December 2022; or
2. Provide alternative direction to staff.

FISCAL IMPACT

None

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.



PARKS, RECREATION & BEAUTIFICATION COMMISSION STAFF REPORT

TO: Parks, Recreation & Beautification Commission
DATE: June 16, 2022
FROM: Kathy Petker, Parks and Recreation Director
SUBJECT: Capital Improvement Projects (CIP) Recommended Timeline

RECOMMENDATION

The Commission is recommended to review and approve the proposed timeline and schedule for making recommendations to City Council regarding FY 2023-24 Capital Improvement Projects for future park needs.

BACKGROUND

The Parks, Recreation and Beautification Commission is instrumental in providing recommendations to the City Council regarding Capital Improvement Projects (CIPs) related to park improvements and future needs. Staff will provide an update on CIPs in the current fiscal year and FY 2022-23 and a proposed timeline for making recommendations to the City Council for Parks CIPs for FY 2023-23. Recommendations will ultimately be forwarded to the City Council for final consideration.

DISCUSSION

A Capital Improvement Project is considered a project that will expend \$50,000 or more for new items within the City with the expectation of having a lifespan of five to ten years before replacing or replacing with something new. The most current CIP project that was recommended to the Council on behalf of the PRBC and was completed in 2021 is the new ADA accessible playground and walkways at 16th Street Park. The new playground and park improvements have attracted thousands of people to the park including families, schools and tourists.

Current CIPs

The FY 2022-23 CIP program includes the following:

- Expansion and upgrades to the South County Skate Park, Project CIP 1260, with a budget of \$228,000. The project is currently in progress and is expected to take several months. The upgrade will decrease future maintenance. The improvements will include removal of the kiosk storage, increased lighting and additional concrete around the perimeter.
- Design and construction of phase-one improvements at Ramona Garden Park Master Plan. The City conducted public outreach regarding improvements to the park and facilities overall. The first phase of improvement will include a new playground in the upper north/east area of the park, closest to Brighton Avenue and N. 10th Street.

Proposed CIP Timeline

Staff recommends the following timeline for the PRBC to recommend CIP projects to the City Council for the FY 2023-24 CIP:

- August 18 PRBC meeting – General discussion of ideas, including those discussed at the May meeting
- September 15 PRBC meeting – Staff will provide recommendations re: August proposed projects, including feasibility determinations, suggested scope modifications, estimated costs, etc.
- October 20 PRBC meeting PRBC will vote on final recommendations and prioritization of those recommendations to the City Council
- November-December – PRBC recommendations will be considered in CIP discussions with Public Works Department and City Manager
- February or March – Recommended CIP presented to PRBC ahead of City Council approval

Previous Commission CIP considerations included the following:

- Community dog park
- Permanent pickleball courts
- Formal walking trails in Meadow Creek
- Permanent T-ball field at 16th Street Park
- Increased public art (sculptures, murals, etc.)

ALTERNATIVES

The Commission has the following alternatives to consider:

1. Review and approve the proposed timeline for making recommendations regarding FY 2023-24 CIPs to the City Council for future park needs; or
2. Provide alternative direction to staff.

FISCAL IMPACT

None at this time; estimates will be provided once projects are identified.

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.