

# **AGENDA**

## **PARKS, RECREATION AND BEAUTIFICATION COMMISSION**

### **THURSDAY, MAY 21, 2020,**

### **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 Clerks Office ((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, Parks, Recreation and Beautification Commission meetings will be held by teleconference*

***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 [cityhall@groverbeach.org](mailto:cityhall@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**

**ROLL CALL** Commission Members Jeff Al-Mashat, David Duringer, Debbie Guerra, Joseph Holmes and Chair Chris Long

#### **FLAG SALUTE**

#### **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 Any Commissioner or the Director may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 16, 2020.**  
**(Recommended Action:** Approve the minutes as submitted or revised.)  
VOICE VOTE

**REGULAR BUSINESS**

2. **Parks & Recreation Department response to COVID-19 (Corona Virus) Pandemic.**  
The Commission will receive an update on the Parks & Recreation Department's response to the COVID-19 pandemic and impact related to operations, parks and special events.  
**(Recommended Action:** Receive and file an update regarding the Parks & Recreation Department operations in relation to the COVID-19 pandemic.)

**COMMISSION COMMUNICATIONS**

- A. PRBC Members Joseph Holmes and Debbie Guerra share information from the Annual CA Parks & Recreation Society Conference, March 10-13, 2020 Long Beach

**STAFF COMMUNICATIONS**

**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](http://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](http://www.groverbeach.org)

**REGULAR MEETING  
PARKS, RECREATION AND BEAUTIFICATION COMMISSION  
THURSDAY, JANUARY 16, 2020, 6:00 P.M.**

Chair Chris Long called the meeting of the Park, Recreation and Beautification Commission to order at 6:00 p.m. at Ramona Gardens 993 Ramona Avenue, Grover Beach, California.

**ROLE CALL**            **Commissioners:** Commissioners Jeff Al-Mashat, Joseph Holmes, Debbie Guerra, Dave Durringer and Chair Chris Long were present

City Staff: Parks and Recreation Director Kathy Petker

**FLAG SALUTE**        By all present

**PUBLIC COMMUNICATIONS:**

None.

**PRESENTATIONS:**

**1.        City Updates Presented by Mayor Jeff Lee**

Mayor Jeff Lee discusses City updates regarding Proclamations/Initiatives, saving the Monarch Butterflies, 10-minute walk, City Parks improvements and deferred maintenance.

City Manager Matt Bronson speaks to City updates and thanks the Commissioners for their role on the Commission.

Mayor Lee states a quarterly update from the Commission to the City Council is encouraged.

Chair Long requests clarification of the difference between the Park Funds and Public Works larger capital improvement project with Kathy Petker responding.

Discussion ensues regarding Matrix walk and Mentone Park and Trouville Avenue improvements.

Mayor Lee also discusses upcoming City events All States Picnic and Arbor Day, planting 60 trees.

Chair Long questions how the Volunteer base works with Kathy Petker responding.

**CONSENT AGENDA**

**2.        2020 Department Monthly Report.**

**(Recommended Action: Approve the Monthly Report as submitted or revised.)**

Kathy Petker reviews highlights and discusses the 2020 Monthly report. Including the receipt of a \$30,000 dollar grant for 2020 Summer Concert Series and the free Youth Clinics.

**3. Minutes of the Parks, Recreation and Beautification Commission Meeting on Thursday, October 17, 2019 and the Special Meeting, Wednesday, December 11, 2019**

**Action:** It was voice vote m/s by Commissioner David Duringer / Commissioner Joseph Holmes to approve Consent Agenda Item Number 2 and 3, and the motion passed unanimously

**REGULAR BUSINESS**

- 4. Parks, Recreation and Beautification Commission Calendar of Events.** The Commission will review the annual calendar of events for review and recommendations. **(Recommended Action:** Receive information on the Park & Recreation Department and Commission's activities and provide input and direction to staff.)

Kathy Petker reviews the PRBC past and future items on the calendar of events. Discusses a Competitive Grant that we have applied for in which we should receive the per capita minimal amount of \$220,000.00, allowing us to help rehabilitate some of 16<sup>th</sup> Street Park with the park repairs and possibly new playground equipment.

**Action:** None Taken.

- 5. Park & Facilities Matric Priority List Update and City Tour.** The Commission will receive a status report on current project and select a date to tour parks and facilities for evaluation for recommendations to the City Council.

Kathy Petker reviews the process of the Parks and Facilities Matrix List.

Commissioners discuss the items that have moved forward on the list, are in progress and have been completed. Also, offer suggestions of items that should be considered on the list, Pickleball Court, Community Garden, Dog Park, Murals/Mobile Murals, sports equipment vending booth, and option of having a sports league is Grover Beach.

**Action:** It was m/s by Commissioner David Duringer / Commissioner Debbie Guerra to receive status report and selected February 12, 2020 to tour the City parks and facilities for forwarding information to the City Council.

The motion carried on the following roll call vote:

AYES:	Commissioners Al-Mashat, Duringer, Guerra, Holmes and Chair Long
NOES:	None.
ABSENT:	None
ABSTAIN:	None

**COMMISSION COMMUNICATIONS**

- a. PRBC member attendance to the annual CA Parks & Recreation Society Conference, March 10-13, 2020 Long Beach  
Joseph Holmes and Debbie Guerra state, they would like to attend the Conference.

- b. Holiday of Lights Decorating Contest  
Kathy Petker states the winners will be presented with awards at the City Council meeting on January 21, 2020.
- c. Beautification Award Nominations  
Kathy Petker reminds the Commission to keep an eye out for Nomination for the Beautification award.

**STAFF COMMUNICATIONS**

- a. Parks & Recreation Department staffing update - Kathy Petker discussed Nora O'Donnell retirement and the city is in the process of filling her position.
- b. Mid-year Budget and City Council updates – Kathy Petker reiterates the budget will be discussed by City Council at the meeting in June.
- c. Ramona Garden Park Master Plan – Kathy Petker states this was discussed earlier in the meeting.
- d. Utility Box Art Update - Kathy Petker states this was discussed earlier in the meeting.
- e. Upcoming Agenda Item – Consideration of City trees/park map in coordination with Public Works & Community Development Departments
- f. Upcoming Special Event – Volunteer Recognition Night, February 21, 2020

**PUBLIC COMMUNICATION**

None.

**ADJOURNMENT**

Chair Chris Long adjourned the meeting at 7:29 p.m.

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CHRIS LONG, CHAIR

Attest:

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SECRETARY TO THE PARKS, RECREATION AND BEAUTIFICATION COMMISSION

NICOLE RETANA, DEPUTY CITY CLERK

(Approved at \_\_\_\_\_ PRBC Meeting \_\_\_\_\_, 2020)



## PARKS, RECREATION AND BEAUTIFICATION COMMISSON

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**TO:** Parks, Recreation and Beautification Commission

**DATE:** May 21, 2020

**FROM:** Kathy Petker, Parks & Recreation Director

**PREPARED BY:** Kathy Petker, Parks & Recreation Director

**SUBJECT:** Parks & Recreation Department Response to COVID-19  
Coronavirus Pandemic

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### **RECOMMENDATION**

The Commission will receive an update on the Parks & Recreation Department's response to the COVID-19 pandemic and impact related to operations, parks and special events.

### **BACKGROUND**

The Parks & Recreation Department's response to COVID-19 is evolving and is being monitored carefully. The Department is following directions from the City Manager's office, the City Council, SLO County and well as the State. Given the order to shelter in place, the Department has been offering online programming in compliance with the new guidelines. Out of an abundance of caution, all City special event have been cancelled through the end of 2020 and will be revisited in the new year.

### **DISCUSSION**

The Parks & Recreation Department Office is closed to the public until further notice and staff has continued to provide services primarily from home through telework. Park facilities such as playgrounds, sports courts, and the skate park remain closed to reduce the spread of the COVID-19 virus. The public can still access outdoor park areas while adhering to physical distance requirements.

The City has developed its own reopening plan in alignment with the State's Resilience Roadmap so that City services can reopen safely for our public and employees when allowed to do so. This citywide plan covers topics such as public counter interaction, workspace proximity, sanitation and disinfection practices, playground and sports court usage, and special events

Lastly with regards to parks and recreation facilities and services, sports courts and playgrounds at City parks will also be reopened later but limited to groups of fewer than 10 individuals. The Ramona and Community Centers will reopen for use though limited to groups of no more than 10 people aside from the Tiny Tots preschool program which

is reopening as a childcare facility under Stage 2. This limitation also means that the City has canceled the Sizzlin' Summer Concert Series and other events throughout the summer and will likely need to cancel fall and winter events as well. Cancellation of the summer concerts and other special events is a difficult but necessary reality given the need to minimize gatherings the rest of this year in the interest of public health.

The following amenities have been closed at all City parks:

- Playground Areas
- Basketball Courts
- Tennis Courts

All scheduled classes and reservations have been cancelled through June 2020. Given the new guidelines the Parks & Recreation Department will offer limited summer programming that will follow the physical distancing requirements and cleaning standards.

### **FISCAL IMPACT**

The Parks & Recreation Department receives approximately \$10,000 in direct revenues on a monthly basis for class reservations from the preschool registrations, youth and adult classes. Facilities and park reservation revenues vary depending upon season and average approximately \$5,000 a month. Expenditures include contractor payments for negotiated class percentages which average approximately 60%.

### **PUBLIC NOTIFICATION**

The agenda was posted in accordance with the Brown Act.