



# County of Santa Cruz

## DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17<sup>TH</sup> AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD/TTY: call 711

JEFF GAFFNEY  
DIRECTOR

### PARKS AND RECREATION COMMISSION AGENDA

Monday, February 6, 2023  
7:00pm – 9:00pm  
Regular Meeting (virtual)  
Meeting Link <https://us06web.zoom.us/j/3689630872?pwd=aGR4eEFySDNtMkFnbkE0aUx5OXhEQT09>

Zoom Meeting  
Meeting ID: 368 963 0872  
Passcode: 790501

#### I. CALL TO ORDER / ROLL CALL

#### II. AGENDA MODIFICATIONS

#### III. ORAL COMMUNICATIONS

Any person may address the Commission during its Oral Communication period. Speakers must not exceed three (3) minutes in length or the time limit established by the Chair, and individuals may speak only once during Oral Communications. All Oral Communication must be directed to an item listed on today's Consent Agenda, Closed Session Agenda, yet to be heard on Regular Agenda, or a topic not on the agenda that is within the jurisdiction of the Commission. Commission members will not take actions or respond immediately to any Oral communication presented regarding topics not on the agenda but may choose to follow up later, either individually, or on a subsequent Commission Agenda. Oral communications will normally be received by the Commission for a period not to exceed thirty (30) minutes. If, at the end of this period, additional persons wish to address the Commission, the Oral Communication period may be continued to the last item on the agenda.

#### IV. CONSENT AGENDA

- a. Approve minutes from December 5, 2022.....Page 3-4
- b. Consider Reports:
  - 1.Aquatics Section Report .....Page 5
  - 2.Maintenance Section Report.....Page 6
  - 3.Planning Section Report.....Page 7-8
  - 3.Recreation Section Report.....Page 9
  - 4.Reservations Section Report .....Page 10
  - 5.Volunteer Section Report.....Page 11-14

#### V. COMMISSIONER REPORTS

#### VI. DIRECTOR'S REPORT

#### VII. REGULAR AGENDA – Action Items

- a. Elect chair and vice chair
- b. Approve Parks Commission Schedule for 2023

#### VIII. REGULAR AGENDA – Information Items

- a. Introduce Mariana Colibri-Urgo, Park Planner III
  - i. Strategic Plan updates
- b. CAO Presentation: 2023-25 Operational Plan Development Process & A Santa Cruz County Like Me Initiative.

c. Discuss locations for Parks Commission Meetings in 2023

**IX. NEXT MEETING:** Monday April 10, 2023, 5:00-7:00 p.m. if approved by the commission. Location to be announced in public notice.

**X. WRITTEN CORRESPONDENCE LISTING**

a. Letter and petition from Kahlie Velasco, counselor at Shoreline Middle School, proposing paved pump track at Chanticleer County Park

**XI. ADJOURNMENT**



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JEFF GAFFNEY  
DIRECTOR

### PARKS & RECREATION COMMISSION Minutes of December 5, 2022, 7:00 p.m. Regular Meeting Virtual via Zoom

#### I. ROLL CALL

Present: Monica Martinez, Maggie Duncan-Merrell, Martha Victoria Vega, Tricia Wiltshire Potts, Katherine Lee  
Staff: Jeff Gaffney, Noah Ross, Jillian Ritter, Rebecca Hurley

#### II. AGENDA MODIFICATIONS

#### III. ORAL COMMUNICATIONS

1. Jean Brocklebank Subject: Discussed written correspondence for Parks Commission. Questioned policy and procedures for routing letters to commission.
2. Becky Steinbruner Subject: Reiterated Jean Brocklebank comments on written correspondence. Discussed Cabrillo Host Lions Plaque for Aptos Village. Expressed desire to see Burt Scott Estate repaired.

#### IV. CONSENT AGENDA

Motion: Approve Minutes of October 3, 2022 (Martinez/Wiltshire 5/0)

#### V. COMMISSIONER REPORTS

Lee 1<sup>st</sup> District: Reported on Floral Park Community Meeting. Discussed increased sightings of drones in county parks. Wondering if signage could be improved.

Wiltshire 2<sup>nd</sup> District: Also mentioned Floral Park Community Meeting. Aptos Skate event was great success. In communication with Lions about plaque at Aptos Village. Thanks to Parks Department for Willowbrook Park groundbreaking.

Vega 4<sup>th</sup> District: Wonderful to meet Yadira Flores from County Park Friends.

Martinez 5<sup>th</sup> District: Shoutout to volunteer groups in 5<sup>th</sup> district, especially group that cares for Felton Discovery Park. Also great group that works at Highlands Park that beautified sign area. Noted stargazing event at Quail Hollow Ranch County Parks at December 16<sup>th</sup> before dark, Sponsored by Santa Cruz Astronomy Club. Holiday market upcoming at Felon Covered Bridge County Park.

Duncan-Merrell 3<sup>rd</sup> District: Loves new plantings on West Cliff. Erosion on West Cliff very scary and a notice on the effects of climate change in our community and in our parks. Nutcracker coming to the Civic. Lots of holiday activities happening at London Nelson.

#### VI. DIRECTOR'S REPORT

- Noted signs in Parks can be brought up with Maintenance Superintendent
- Commission schedule will be addressed in this meeting. Chair/vicechair appointment to be decided in coming meetings

- Planning sessions and special meetings are something to consider going forward
- Has resumed interim director position for the Animal Services Department. Is temporary and should end in Spring.
- Measure R success in Watsonville.

**VII. REGULAR AGENDA – Action Items**

- a. Motion: Adopt resolution approving the commission’s findings under AB 361 (Martinez/Lee, 5/0)
- b. Parks and Recreation Commission bylaws change (Wiltshire/Martinez, 5/0)
  - i. Modify language to “weekday to start no earlier than 3:00 PM but no later than 6:00 PM unless otherwise determined by commission”
  - ii. Will confirm next meeting time pending approval by Board of Supervisors
  - iii. At next meeting we will confirm a specific schedule for 2023

**VIII. REGULAR AGENDA – Info Items**

- a. Discussed cup tax subcommittee.

**IX. NEXT MEETING:** Monday February 6<sup>th</sup> 7:00-9:00 p.m. Virtual Meeting via Zoom.

**X. WRITTEN CORRESPONDENCE LISTING**

**XI. ADJOURNMENT – Meeting adjourned at 8:29 p.m. (Vega/Lee 5/0)**



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JEFF GAFFNEY  
DIRECTOR

Date: December 5<sup>th</sup>, 2022  
To: Parks and Recreation Commission  
From: Max Friedmann, Aquatics Supervisor  
Subject: Aquatics Section Report

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### **Simpkins Winter Programing**

- The Swim Center is currently offering Lap Swim and Open Swim Every Monday, Wednesday, Friday, and Saturday.
- The Swim Center hosts local youth club swim teams as well as Dominican Hospital's rehabilitation classes every Monday, Wednesday, and Friday.
- The Swim Center offers Low Stimulation hours every Wednesday from 3-5pm. This program is geared for folks with adaptive needs that benefit from a quieter environment while using our pools.
- Red Cross Lifeguard certification courses will be offered at the Swim Center from January through April.
- The Swim Center is collaborating with County Parks Friends to host swim lessons for their Young Outdoor Leaders group throughout February and March.



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JEFF GAFFNEY  
DIRECTOR

Date: **February 1, 2023**  
To: Parks and Recreation Commission  
From: Jesse Williams, Parks Superintendent  
Subject: Maintenance Section Report

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### County Wide

- Jake Haueter, former Park Maintenance Worker II, is our new Park Maintenance Supervisor for North County.
- Jeff Silva, former Park Maintenance Worker III, is our new Park Maintenance Supervisor for South County.
- Implementation of the Lucity digital work order system began and staff is now able to track workflow through the work orders software.
- Flood Damage/Storm Damage: Heart of Soquel Park, Ben Lomond County Park, Felton Covered Bridge, Rio Del Mar esplanade, and Beach Access points: 12<sup>th</sup>, 20<sup>th</sup>, 26<sup>th</sup> avenue and Opal Cliffs stairs have all sustained storm damage. Maintenance staff are working to repair the impacted areas.
- Maintenance installed the Park Host sites at Pinto Lake and Quail Hollow Ranch for our Park Host Program.

### South County

- Maintenance worked with volunteers and the volunteer coordinator to complete field renovations at Polo Grounds.
- Renovations at the front house at Pinto Lake were completed.
- AmeriCorps is staying at the Pinto Lake house while they are here working on projects county wide.

### Mid County

- Construction on the Live Oak Library Annex continues.
- Removed a fallen oak tree at Jose Avenue Park.
- Replaced a recirculation pump motor on the wading pool at Simpkins Family Swim Center.

### North County

- Tree work was performed at Moran Lake County Park and the Emeline County Offices.
- Installed new wood fiber surfacing in the playground at Anna Jean Cummings Park.
- Repaired a major leak in the potable water mainline at Anna Jean Cummings Park.
- Fallen tree at the Senior Center was removed at Highlands Park.
- Installed a reservable picnic area at Felton Covered Bridge.



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(831) 454-7901 FAX: (831) 454-7940 TTY: 711

JEFF GAFFNEY  
DIRECTOR

Date: February 6, 2023  
To: Parks and Recreation Commission  
From: Planning Section - Rob Tidmore, Mariana Urgo, and Mike Pruitt  
Subject: Planning Section Status Report

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### **Anna Jean Cummings Mitigation Plantings**

Confluence Restoration was awarded the contract for the mitigation planting and 5-year monitoring bid-alt at Anna Jean Cummings. Plantings will occur in early February due to a delay from the heavy rainfall and saturated soils in December and January. Under the contract, Confluence will maintain and monitor the plantings for 4-years.

### **Coastal Rail Trail**

The Department is involved in two separate Coastal Rail Trail projects. The County is the lead agency on Segments 10/11, which runs from 17<sup>th</sup> Ave to State Park Drive. The City of Santa Cruz is the lead agency, and the County is partnering with the City, on Segments 8/9, which runs from Pacific Ave to 17<sup>th</sup> Ave (the portion east of the Harbor to 17<sup>th</sup> Ave is in County jurisdiction).

The CTC awarded \$67.6 million in Active Transportation Program funding to the County for Coastal Rail Trail Segments 10/11 on December 7, 2022, which is the largest ATP award in state history. Similarly, the CTC awarded \$35.8 million to the City of Santa Cruz for Coastal Rail Trail Segments 8/9. Both projects are now fully funded for construction.

The final EIR for Segments 8/9 was released on January 23, 2023 and a hearing is scheduled for the City's Planning Commission on March 2, 2023.

### **Floral Playground Renovation**

Final playground funding and fundraising by District 1 and County Park Friends took longer than anticipated and is now expected to be announced the week of February 6<sup>th</sup>, which will determine the final project budget. The department will put out an RFP for a consultant to complete the design and bid package in Spring 2023. Once the consultant is on board, staff will hold another community meeting in Spring/Summer 2023 to seek feedback on final playground design options. The project is expected to go out to bid in Fall 2023.

### **Hidden Beach**

County Parks is working with the Coastal Conservancy and County Real Property to transfer ownership of five parcels adjacent to the park from the Coastal Conservancy to the County. The recent storms caused several landslides on the transfer parcels, and the two agencies are working to resolve the issue. The transfer of the parcels is expected to go to the Board for approval in early 2023.

### **Moran Lake**

The consultant team is preparing the 60% design development plan set for review, as well as preparing a draft Monarch Butterfly Habitat Management Plan. Both documents will be reviewed by County Parks and circulated for peer review in Spring 2023.

### **North Coast Facilities and Management Plan**

The Working Group met in early 2023 to review public comments from Fall 2022 engagement and review a draft list of priority capital projects. The consultant is working to refine the draft project list for further review by the Working Group in Spring 2023.

### **South County Parkland Acquisition**

The current property owners have agreed to an extension of the option to buy agreement until July 31, 2023. This approximately 7-month extension will give the Department another opportunity to seek grant and other funding sources for the acquisition. The agreement will go to the Board in early 2023 for ratification.

### **Willowbrook**

Mercoza, Inc. from San Jose was awarded the contract for the memorial seating area project. Construction has started on the project and is expected to be complete prior to June 2023.

The flagpole project is expected to be informally bid in early February, and awarded in March 2023. Construction is expected to be complete prior to June 2023.

Plans for the playground project are being finalized. The project is expected to go out to bid in Spring 2023, and to break ground prior to June 2023.

### **Strategic Plan 5-year Update**

The department convened the first Working Group meeting on January 23, 2023. The next Working Group meeting is scheduled for February 13. Stakeholder engagement is ongoing, and the first round of community engagement is expected to occur in Spring 2023. The update is expected to be complete by Fall 2023.



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JEFF GAFFNEY  
DIRECTOR

Date: January 30, 2023  
To: Parks and Recreation Commission  
From: Jaime Jimenez, Recreation Supervisor  
Subject: Recreation Section Report

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### **Learning and Enrichment Camps**

- We have continued to offer our Learning and Enrichment Camps at La Selva Beach Clubhouse and Mar Vista Elementary school.
- At these sites, Recreation Staff provide various active games, arts and crafts, outdoor nature, and science enrichment activities for groups of up to 40 elementary school aged children and 20 pre-school age kids. Programs operate Monday-Friday from 2pm-6pm, with the exception of Wednesdays re-structured days which run from 12:30pm-6pm. Staff is working on identifying potential alternative sites to host after-school programs as La Selva Beach Clubhouse will be under construction in the coming months.

### **Partnerships with Local Recreation Departments**

- The recreation team has been working with the Community Health Trust of Pajaro Valley to host a 3 on 3 "Hoops for Health" basketball tournament for youth and adults. Event funds will support Watsonville Community Hospital. The event is co-sponsored by the office of Senator John Laird, Reggie Stephens Foundation, Tribe 1<sup>st</sup>, Community Foundation Santa Cruz County, City of Watsonville, and the Santa Cruz County Parks Department. Event is scheduled to take place on March 11-12 in Watsonville (Callaghan Park).
- Parks staff have embarked in a partnership with the County Parks Friends non-profit. The recreation team is assisting with transportation and positive recreational experiences through the partnership, offerings collaboration and ideas to provide free ParkRx programs throughout the county. First ParkRx field trip is scheduled for February 5<sup>th</sup>, 2023.

### **Recreation Programs & Contractual Agreements**

- The recreation team is currently in communication with Group Open Air Training (GOAT) to secure potential health and fitness options in the county through SC County Parks.
- The Parks team extended the contract with El Palomar Ballroom to offer the Big East Swing classes along with another Salsa Dance Class for our active adult participants.
- Turning the Tide Grant – We are in our last four (4) meeting Family swim dates to conclude the grant requirements. Program is expected to end on February 25<sup>th</sup>, 2023.

### **Marketing Efforts**

- The Department published its first fully bilingual Spanish/English activity guide to highlight the spring activities hosted by our department. The next activity guide will highlight the summer 2023 months covering May-August.
- The Department has continued to create marketing flyers in both Spanish/English and social media posts and updates.



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JEFF GAFFNEY  
DIRECTOR

Date: February 6<sup>th</sup>, 2023  
To: Parks and Recreation Commission  
From: Sarah Shea, Recreation Supervisor  
Subject: Reservations/Facilities Section Report

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**Events:** Facilities and Reservations have been celebrating important moments in our community member's lives. Holiday parties, baby showers, weddings, celebrations of life have been popular venue rentals this season. Unfortunately, we had one cancelled wedding in January due to the storms.

Our Parks Services Officers are working on special "spring-cleaning" days-ensuring venues are ready for another busy and successful year of events.

**Fields and Courts:** January is spent building the calendar for the rest of our year in many of our reservable resources. Our program specialist is busy managing the fields usage calendar for youth and adult leagues. We continue to navigate usage conversations and providing equitable spaces and solutions to all interested groups.

Sport Courts are continuing to see a rise in request for reservations, especially in our Pickleball Courts. Discussions on current guidelines are internally being reviewed to ensure they still meet the growing needs of the community.

**Lease agreements:** As our department discusses current and expiring lease agreements, we provide insights and knowledge in managing these ongoing dialogues, including the Live Oak Library Annex project and the County Office of Education agreement at Highlands Park.

**Commemorative Program:** We recently started an Intern from UCSC whom will help with our continued 10 year renewal project by logging, mapping and saving photos of all program element.

**Concessionaires:** Three Waves Coffee, is making a caffeinated splash at the Hook as our new concessionaire. We have begun evaluating the Surf School RFP, as current permits are set to expire at the end of this year.



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JEFF GAFFNEY  
DIRECTOR

Date: February 6, 2023 (Dec. Jan.)  
To: Parks and Recreation Commission  
From: Margaret Ingraham, Volunteer Program Coordinator  
Subject: Volunteer Program Report

### **Felton Discovery Park**

Due to weather, the volunteers missed the planned volunteer days in Dec. and January, however; they did have a make-up day at the end of January and 7 volunteers came out and worked on:

- Removing weeds
- Transplanting 3 manzanita's
- Installing additional plant markers which the Felton Discovery Park/ Felton Library Friends group designed and purchased. Each marker has icons of the type of pollinators the plant attracts: bird, bee, butterfly, caterpillar.

(See picture below)



The next community volunteer day will be Saturday March 4, 2023 from 9:00am – 11.

Chris Soriano from the Museum of Natural History is back in the park with his students in the Earth Stewards program. They started in December and will volunteer monthly through March. Chris leads the group in weed pulling, pruning and other approved gardening projects.

### **Polo Grounds County Park**

Baseball Team volunteers helped staff with painting and replacing back stop boards, fencing off the newly planted infield, and repairing holes in the cyclone fence to the back stop boards. The soccer volunteers days we cancelled due to weather.

### **Quail Hollow Ranch**

Due to weather the Trail Crew missed some volunteer days but got back to it as soon as the rain stopped. The crew spent a morning working with the AmeriCorps Team on the trails and were able to accomplish some much needed repairs to damage from the rains.

Monthly star gazing is offered at Quail by the SC Astronomy Club for free to the public. The December Star Party brought out 8 volunteers and 9 members of the public, but the cold weather sent them all home a bit early. The next Star Party will be on Friday, February 17<sup>th</sup> come before the sun sets and get ready to be dazzled by the stars.

### **Workability volunteers at Anna Jean Cummings and Willowbrook Park**

The workability student volunteers continue to show up at Anna Jean and Willowbrook Park and our maintenance staff supervise the students on projects; teaching them new skills and giving them valuable work experience. They volunteer in the parks on Tuesdays and Thursdays from 10 – 12

### **Interns**

We just brought on an intern to help our facilities staff with a commemorative program project.

### **Park Host Program**

Our Park Hosts at Quail Hollow Park have been busy learning all about Quail Hollow Ranch and working in many capacities. They have helped with grounds beautification and clean-up, pruning, trail watch presence, engaging with visitors, informing visitors of park rules and helping with communication between user groups and the department.

We will be interviewing potential Park Host for the Pinto Lake Park location in the next few weeks.

## AmeriCorps Team

The AmeriCorps Team arrived January 9<sup>th</sup>! The team was originally scheduled to be here for 6 weeks but because of the devastation our County experienced with the rains in January their stay has been extended through March to help with disaster recovery efforts in our parks.

### MEET THE RED 4 AMERICORPS TEAM



Back row from left to right: Mariah (OH), AJ (NC), Jocelyn (NY)  
Front row: Joe (NC), Team Leader; Sidnie (VA), Shai (NC), Katie (MI), Nick (VA)

The Team has spent several days at Quail Hollow Ranch working on drainage issues, pond restoration trail maintenance with the volunteer Trail Crew.

The Team received training by staff from Groundswell Coastal Ecology on sand dune restoration and spend several days at Scott Creek Beach planting native plants, and straw bundles. They also pulled the invasive ice plant growing on the dunes.

At the end of January they started with disaster recovery efforts at Ben Lomond Park, removing mud and silt from the park.



QHR pond restoration and drainage project



QHR trail maintenance



Scott Creek Beach ~ Sand Dune Restoration



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### PARKS & RECREATION COMMISSION MEETINGS

The meetings are generally on the second Monday, every other month. The commission may meet at an alternate location specified in the public notice. Additionally, the commission may call for special public meetings in order to timely conduct commission business.

Please check the meeting agendas to get virtual meeting information, or the physical location for the meeting. For questions, please call (831) 454-7917.

### 2023 Schedule

<b>MONDAY</b>	<b>February 6, 2023</b>	<b>7:00 p.m. to 9:00 p.m.</b>
<b>MONDAY</b>	<b>April 10, 2023</b>	<b>5:00 p.m. to 7:00 p.m.</b>
<b>MONDAY</b>	<b>June 12, 2023</b>	<b>5:00 p.m. to 7:00 p.m.</b>
<b>MONDAY</b>	<b>August 14, 2023</b>	<b>5:00 p.m. to 7:00 p.m.</b>
<b>TUESDAY*</b>	<b>October 10, 2023</b>	<b>5:00 p.m. to 7:00 p.m.</b>
<b>MONDAY</b>	<b>December 11, 2023</b>	<b>5:00 p.m. to 7:00 p.m.</b>

\*Rescheduled in observance of Indigenous People's Day on Monday, October 9, 2023

*The Mission of the Santa Cruz County Department of Parks, Open Space and Cultural Services is to provide safe, well designed and maintained parks and a wide variety of recreational and cultural opportunities for our diverse community*