



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

PARKS AND RECREATION COMMISSION AGENDA

Monday, August 7, 2017
7:00 pm
Regular Meeting

Simpkins Family Swim Center
979 17th Avenue
Santa Cruz, CA 95062

I. CALL TO ORDER / ROLL CALL

II. AGENDA MODIFICATIONS OR LATE ADDITIONS

III. CONSENT AGENDA (Action)

- A. Approve minutes from April 3, 2017Page 1-2
- B. Consider Reports:
 - 1. Maintenance Section – Status ReportPage 3-4
 - 2. Facilities Section – Status Report.....Page 5-6
 - 4. Planning Section – Status Report.....Page 7-8
 - 5. Aquatics Section – Status Report.....Pages 9-11
 - 6. Recreation Section – Status Report.....Pages 12-15
 - 7. Volunteer Section – Status Report.....Pages 16-17

IV. ORAL COMMUNICATIONS

Opportunity for persons to address the Commission on matters which are within the scope of responsibility of the Commission but not on today's agenda. Presentations must not exceed three (3) minutes in length, and individuals may speak only once during Oral Communications.

V. COMMISSIONER REPORTS

VI. DIRECTOR'S REPORT

VII. REGULAR AGENDA – Action Items

- 1. Direct Staff to report back on solutions for public safety concerns that have been regularly expressed throughout the community and to the Commission about County Parks.
 - a. The report will examine the role of on-site County Park Rangers in other counties with similar size and resources.

- b. The report should also distinguish the role of volunteer docents, Park Rangers, Police Officers/Sheriff's Deputies and other staff as it pertains to the delivery of Public Safety services within County Parks.
2. Approve revisions to Parks Commission by-laws (Pages 18-25)
3. Quail Hollow Master Plan Addendum (Pages 26-29)

VIII. REGULAR AGENDA – Information Items

4. Storm Damage & Safety Committee update – Mike Pini (Pages 30-31)
5. Preliminary findings of Strategic Plan - Will Fourt (Pages 32-46)
6. Felton Library update- Will Fourt (Pages 47-71)

IX. WRITTEN CORRESPONDENCE LISTING (Page 72)

X. ADJOURNEMENT



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

PARKS & RECREATION COMMISSION Minutes of April 3, 2017, 7:00 p.m. meeting 979 17th Avenue Santa Cruz, CA 95062

I. ROLL CALL

Present: Kate Minott, Jim Rapoza, Alex Sibille
Staff: Jeff Gaffney, Jennifer Mead, Will Fourt

II. AGENDA MODIFICATIONS:

Motion to accept agenda as presented. (Sibille/ Rapoza 3/0)

III. CONSENT AGENDA

Approved minutes from Feb 6, 2017 and accept and file items and reports. (Sibille/ Rapoza 3/0)

IV. ORAL COMMUNICATIONS

- Jean Brocklebank: Concerned about dogs in a public swimming pool while humans are in the pool. Read a report on diseases dogs carry. It's a matter of time before someone catches a disease and the County is liable, I hope Parks will reconsider not having dogs in the pool next year.

V. DIRECTOR'S REPORT – Director Jeff Gaffney gave his report to the Commission.

- We are so excited about having our Volunteer Coordinator. I support volunteerism because it is a great way to engage the community about parks
- We created a Parks Superintendent position hoping to hire someone in the next month.
- LEO's Haven Update – Monterey Peninsula Foundation gave a \$250,000, Land and Water Conservation Fund is granting \$500,000 and we have a lot of in kind donations.
- We estimate over \$1M dollars in storm damage, the state approved OES funds, the feds approved federal fund from FEMA. Many parks were affected by the storm. Looks like less than 10% will come out of pocket from Parks. Everyone worked really hard to get the fields open.
- Strategic Planning continues- the most important thing is we'll have community input.
- Will Fourt: Regarding Strategic Plan- We compiled background info, convened a working group and we will be able to give you a report back at your next meeting – June 5th.

VI. REGULAR AGENDA – Information Items

1. Postponing By-law review to next meeting (June 5, 2017)

2. Considered item: Direct Staff to prepare a study concerning the expansion of Santa Cruz County Park staff to include Santa Cruz County Park Rangers.
 - a. [Discussion]: The report will propose and examine the role of on-site County Park Rangers in county parks.
 - b. The report should distinguish the role of volunteer docents, and the Rangers as paid staff whose job description could include Rangers as nature guides and peace-keepers in county parks

VII. REGULAR AGENDA – Action Items

1. Approved motion regarding commissioners sending correspondence about the Strategic Plan on behalf of the commission (Sibille/ Rapoza 3/0)
2. Approved motion to create a ‘commissioner reporting section’ in the agenda, during which time a commissioner may request a letter of endorsement from the commission (Rapoza/ Sibille 3/0)
3. Approved motion for staff to work with (new) Chair to write a letter of congratulations to the Artist of the Year from the commission (Rapoza/ Sibille 3/0)
4. Commissioner Rapoza was nominated Chair and Commissioner Sibille was nominated Vice-Chair (Minott/Rapoza 3/0)

VIII. ADJOURNEMNT – Meeting Adjourned at 8:16 p.m. (Sibille/ Rapoza 3/0)



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

DATE: August 2, 2017
TO: Parks and Recreation Commission
FROM: Eric Sturm, Park Superintendent
RE: Maintenance Section Report – July & August 2017

MAINTENANCE PROGRAM

SUMMARY

- Our new Parks Superintendent, Eric Sturm, has been hired-on and is beginning to help Gretchen Iliff with administration of Parks, projects, and people. Welcome aboard.
- Staff is continuing to make progress on winter storm-related damages throughout the Parks system. Currently there are about 29 open FEMA projects yet to be completed. Park staff has had a couple meetings with the Hagerty Group, a consulting firm hired by the County to assist Departments with submitting FEMA claims. Although many smaller projects have already been completed, a couple of the bigger ones are the on-going tree concerns at Moran Lake Park, a drainage issue at Heart of Soquel, and the cliff-side collapse at Soquel Lions Park.
- County Parks has been contacted by California Coastal Commission to seek our interest in being a co-applicant on a Rockview coastal access seawall improvement project. By next commission meeting we should know more about that project.
- We've unfortunately lost a couple of good maintenance workers due to the high-cost of housing and rental markets here.
- Bids are coming in for the Pinto Lake Park, Virgin Rd improvement project. Due to high visitor use and subsequent erosion from winter rains, the current dirt road has ruts and wash-outs that make uneven terrain for pedestrians in the area.
- The public outdoor shower at The Hook has been completed and is now open for public use. Yay.

- A clean-up contractor was hired to remove several homeless encampments at Anna Jean Cummings Park. A Sheriff Deputy escorted the contractor in while he and his crew did their work. On-going issue for many of our parks...
- We're trying a few things to add more shade around the pool deck area. Comments were received that there is very little shade for the children and other pool users. Temporary "shade sails" were installed at the end of the 50 meter pool, with the intention that by next summer larger professional sails would be permanently installed.
- We're starting development of a three-year lease with Pajaro Valley Unified School District at Lakeview Middle School in Watsonville. We're installing a portable building to be co-shared with the school and our Recreation section.
- Pinto Lake park has been without an entrance sign for some time, but that's about to change. The new sign is being constructed as we speak and should be in place within weeks. The new sign is modeled after the previous sign and will look similar
- County Parks was able to cooperatively work with City of Watsonville and State Dept. of Fish and Wildlife to create and mail out a *Quagga Muscle* interpretative postcard reminding residents in the area to be vigilant against the threat of these pesky bi-valves.
- Staff has been working with NOAA and the California Marine Sanctuary Foundation to have an interpretative sign installed at Greyhound Rock Park to help educate the visitors of the special significance that Marine Protected Areas play in the balance of recreation and ecosystem conservancy.
- Staff met with the Veterans Building personnel to discuss building use, new operation goals, deferred maintenance projects, and to renew an open invitation to have lunch any Wednesday at noon. Lunch is prepared and served by local veterans trying to integrate back into an industrious civilian life. You would do more than having a meal; you'd be lifting someone up.
- Over July 4th weekend only two toilets got blown up (Pinto and Highlands). Aside from other normal graffiti appointments by unsolicited visitors, things weren't too bad.
- Several mountain lion sightings at Quail Hollow. Fortunately no inter-action reports.
- We disappointingly had two separate break-ins at Polo and Highlands maintenance shops. Approximately \$12,000+ dollars of blowers, chainsaws, etc. were taken. Staff working with Risk to investigate.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

DATE: August 2, 2017
TO: Parks & Recreation Commission, Arts Commission
FROM: Mary Chavez, Program Coordinator
RE: Facilities Division Status Report- July/August 2017

Summary for reservations in the Parks for the month of July and August 2017, (excluding SFSC):

Attendance at Reserved Facilities:

The summer months of July and August have been seasonally busy. There were approximately 975 bookings of the various Park sites, including reservations of picnic areas, meeting rooms, wedding and event locations, special events and athletic field rentals. Staff estimates that over 96,000 park visitors attended events in reserved facilities during the months of July and August. These numbers reflect a 10% increase in bookings and 17% increase in park visitors as compared to the same months in 2016.

Center and Meeting Room Rentals in July and August 2017:

Park Centers host a variety of events, including wedding receptions, family events and various non-profit events. July and August have hosted 50 weddings, receptions and events held at our various Park Centers with rental revenues totaling \$48,300, a 10% increase from July and August, 2016. These two months also included 40 meeting room rentals totaling \$740.

Picnic Areas in July and August 2017:

Picnic area rentals have filled up the monthly schedules with 90 picnic rentals taking place during these two months and revenues totaled \$11,430, a 15% increase from July and August, 2016. Twenty of these picnics (22%) are annual picnics for non-profits and local companies.

Athletic Fields in July and August 2017:

While soccer leagues maintain full use in spring through fall, most spring baseball leagues have finished their seasons of play. Over 570 individual field bookings in 18 athletic fields took place in July and August, including the annual **Cabrillo Crushers Blast by the Bay** softball tournament in July at Anna Jean Cummings Park and the **Santa Cruz Breakers Cup** soccer tournament, which took place during two full weekends in July and August for boys and girls youth soccer at Polo Grounds and Anna Jean Cummings Parks. Revenues totaled \$32,300, a 14% increase from July and August, 2016.

Special Events in July and August 2017:

The public at large as well as non-profit organizations have benefited from the wide variety of special events and ongoing programs in County Parks. The month of July hosted the annual **4th of July Celebration** (Aptos Chamber of Commerce) at Aptos Park, the **White Hawk Dancers** at Pinto Lake County Park and the August events include the **Farm to Fork Gala Dinner** (Community Bridges) at Aptos Park, a three-day **CA Beer Festival** (Gen Giammanco Foundation) at Aptos Park, **Aptos Movie in the Park** (Live Like Coco Foundation/ Team House Hunters) at Aptos Park, the **Jim Walters Memorial Tournament** (Scotts Valley Boosters) at Highlands Park, the **Tequila and Taco Festival** at the County Government Center and San Lorenzo Park (Gen Giammanco Foundation) and the **Watsonville Music Festival** (Festival Fundraiser Network) at Pinto Lake County Park.

Ongoing programs include a variety of fitness and recreational programs. **All About Me Fitness** program takes place twice weekly at the Highlands Park meeting room. **Fit4Mom Santa Cruz** offers Stroller Strides workouts three times a week between Felt Street, Anna Jean Cummings and Seascape Parks. Save Our Shores coordinated weekly clean-ups through the **Adopt-A-Beach** program at Davenport Beach, along with another successful July 5th clean-up at beaches throughout the county which included 209 volunteers collecting over 1,500 lbs pounds of trash

and recycling. **Together in the Park** program, sponsored by Mountain Community Resources, provide for weekly parent-child play groups at Felton Covered Bridge. **Good Dog Santa Cruz** is providing twice weekly dog training at Willowbrook Park. The **Lucky Steppers Square Dance** group enjoys another fun summer of dancing at the Ben Lomond Dam Park. The Sheriffs Office sponsors a **National Night Out** event at Mesa Village Park in August. **Santa Cruz Pickleball** continues weekly use of Willowbrook Park courts and has biweekly use of the new pickleball courts at Brommer Street Park. **Taco Tuesdays**, coordinated by Food Trucks A Go Go, is weekly at Anna Jean Cummings Park.

County Parks Special Events, Administration:

Parks staff has coordinated several events in the months of July and August.

- On July 7th, the grand opening of the Bear Creek Recreation and Community Center took place. The pool has been opened, programs and events are being scheduled, and County Parks will soon rent the facility for weddings and events, per the Cooperative Use Agreement between the County and Boulder Creek Park and Recreation District.
- On July 18th, Allstate Insurance donated soccer field equipment to Pinto Lake County Park during a goalie clinic and the Gold Cup trophy tour for the 2017 CONCACAF Gold Cup. County Parks and the Aztecas Youth Soccer Academy were one of seven jurisdictions nationwide to receive this wonderful donation.
- On August 4th, a ribbon-cutting ceremony took place to celebrate renovations at the Brommer Street Park multi-use courts, which include the County's first pickleball courts.
- On August 26th, the 3rd annual Parks & Rex Pool Party fundraiser, co-sponsored with the Santa Cruz County Animal Shelter, provides a fun-in-the-sun family, dog-friendly event, with all proceeds benefiting Youth Recreation Programs and Animal Welfare Programs.

The Department is preparing to replace our registration software, Class. Three proposals have been received through the RFP process and a committee will be reviewing the bids and negotiating the contract. The contract will be submitted for Board approval in September. The plan is for full development and implementation of the new system before Spring registration.



JEFF GAFFNEY
DIRECTOR

County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

DATE: AUGUST 2, 2017

TO: PARKS & RECREATION COMMISSION

FROM: SHERYL BAILEY & WILL FOUNT, PLANNING SECTION

SUBJECT: PARKS PROJECT PLANNING AND CONSTRUCTION STATUS REPORTS ON CURRENT PROJECTS

COUNTY-WIDE PROJECTS

County Parks Strategic Plan: Staff has continued progress on the development of a Strategic Plan for the County Parks Department. Based on the public outreach process, staff has compiled notes from all the meetings and a summary needs statement. With input from the Strategic Plan Working Group, staff has compiled a draft vision statement and core values for the Department. Staff is currently developing draft goals and actions for the plan, and has held an all-staff meeting to get input into specific actions.

Park Score: Staff is working with the Trust for Public Land (TPL) who is completing a ParkScore analysis of the parks in Santa Cruz County. County Parks staff has helped reach out to other parks agencies in the County to collect data. The independent assessment completed by TPL will provide information on the accessibility of parks and related facilities on a countywide basis.

NORTH COUNTY PARKS (Highlands, Ben Lomond, Felton Covered Bridge, Probation, Michael Gray Field, Quail Hollow Ranch and the North Coast)

Quail Hollow/Pace Property Trail Planning: Staff has prepared a draft addendum to the Quail Hollow Ranch County Park Master Plan to include trails and restoration activities on the Pace Property. Staff is working with County Planning Department staff to undergo CEQA review for the proposed addendum.

Felton Library: Parks staff continues to work with County Public Works staff and Santa Cruz Public Libraries staff to develop the site plan for the new Felton Library grounds, which includes an outdoor discovery park area. Parks staff is working with the Friends of Felton Library to apply for grant funding for design and construction.

MID-COUNTY PARKS (AJC, Government Center, Emeline Complex, Twin Lakes, Brommer, Felt, Floral, Coffee Lane, Soquel Lyons, Jose Avenue, Winkle Farm, Willowbrook Lane, Moran Lake, Maplethorpe, Santa Cruz Gardens, Heart of Soquel Plaza, The Farm, Mid-County beach access areas)

Chanticleer Park: Parks has completed a preliminary feasibility study looking at potential for injection wells for groundwater recharge at the park. The Santa Cruz Playground Project has continued their

fundraising efforts. The Department was awarded the Housing-Related Parks grant for the Phase I development.

SOUTH COUNTY PARKS (Polo Grounds, Valencia Hall, Hidden Beach, Seascape, Aptos Village, South County Beach access areas, Scott Park, Scott Estate, Aldridge Lane, Mesa Village, Pinto Lake, Seacliff Village Park, Freedom Government Annex)

Pinto Lake: Staff is working with the Resource Conservation District and Parks maintenance staff on adaptive management of the CCC sediment catchment basin, and on a project to add rolling dips on the road near where the virgin tree used to be located for sediment and erosion control.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

Jeff Gaffney
Director

DATE: Aug 2, 2017
TO: Parks and Recreation Commission, Arts Commission
FROM: Rebecca Hurley, Aquatics Supervisor
RE: Aquatics Division Status Report

AQUATIC PROGRAMS

Summer June 10 – August 20, 2017

Lap Pool hours:

Mondays through Friday from 6:00 am to 7:30 pm.
Saturday and Sunday from 9:00 am to 4:00 pm

Warm-water Pool:

The warm-water pool is available for general use on:

Monday – Friday 6:00 – 9:00 am and 1:00 – 3:30 pm (Rec. Swim)

Saturday and Sunday 9:00 am - 10:30 am (adults only)
 10:30 am – 12:30 pm (adults & kids 6 years and younger)
 1:00 – 4:00 pm (Recreation Swim ~ all ages)

Recreation Swim – This includes the Warm Water Pool, splash ZONE, the shallow area of the 50M pool, the slide, climbing wall, and on Fridays and Saturdays the WIBIT (Floating play apparatus)

Summer Swim Lessons – Summer swimming lessons began on June 12th. Group and private lessons are available Monday thru Friday evening, Monday/Wednesday/Friday evening, Tuesday thru Friday morning and Tuesday/Thursday morning. Lessons are also offered on Saturdays! Lessons have been very popular this summer with almost every class at capacity for the first four summer sessions. Summer lessons continue until 8/18 and then will transition to the fall schedule.

Pool Junior Lifeguard Program – The pool Junior Guard Program remains very popular and has been full all summer with a total of 357 children for Junior Guards and 150 children for Little Guards!

The Little Guard program is designed for children ages 5 and 6. They spend the day at the pool and do a variety of activities with emphasis on improving their swimming ability, and safety awareness. The little guards get to participate in a variety of activities including: stand up paddle boarding, kayaking, and fitness based games. They also get to experience sitting in a lifeguard chair, the buoyancy of a lifeguard tube, and they practice performing reaching assists. The little guards also enjoy a day on the beach with the big Junior Guards, and have their own special field trip to the Central Fire Station where they get to hold the fire hose as a firefighter sprays water or attend a presentation from a State Parks Lifeguard who brings the rescue truck and jet ski for the children to climb on.

The Junior Lifeguard program continues to be an incredible experience for children ages 7-13. This program gives children an insight into the fun and rewarding job of protecting and saving lives at the pool. The program strengthens their swimming ability and confidence in and around the water, and introduces them to lifeguard rescue skills. Participants also enjoy special activities such as: kayaking, stand up paddle boarding, CPR demonstrations, climbing wall and slide time, a day at the beach, and a field trip to Golfland in San Jose.

Junior Lifeguard Volunteers – Our Junior Lifeguard volunteer program continues to be successful and rewarding for young adults ages 13 – 15. The program encourages past participants that have reached the age of 13 to volunteer their time helping with the younger children in the program and assisting the leaders. The volunteers allow the program to offer more hands on teaching, and assist the leaders in their daily tasks. The volunteers learn a new level of responsibility, and it gives them a closer look at what being a lifeguard at Simpkins Family Swim Center is all about. Not only do volunteers benefit personally, but the junior guard program benefits as well, as we are able to improve the quality of the program without adding staffing costs.

Adult Fitness Swimming – Adult Fitness Swimming is very popular at the Simpkins Family Swim Center. Fitness swimmers may choose from several different workout times: Mondays at 6:00 am; Tuesday, Thursday & Friday at 6:00 am and 12:00 pm; Wednesdays at 6:00 am, 12:00 pm and 6:00 pm; and Saturday & Sunday workouts at 9:00 am.

In addition to our regular Adult Fitness program, this year we added an Introduction to Lap Swimming class which, this summer, is offer on Saturdays 10:30 am – 11:30 am.

Water Aerobics & Exercise – The water exercise classes this year continue to reach their highest capacity to date. Water exercise is an excellent way for people to meet their fitness goals without impact on the joints. Classes are designed to appeal to all levels of ability including, healthy, pre-natal, seniors, and rehabilitating or cross training fitness enthusiasts. A monthly calendar is available with dates, times and instructors names. Previous swimming or water-exercise experience is not required for participation in any of the water exercise classes.

Child Care – The drop in child care program has now been open for a year! Due to patron requests, we have added new hours on Wednesday, Saturday and Sunday. The program is open to children 6 months and up and costs \$5 per child for up to two hours. It is staffed by both aquatics and recreation staff members.

Current hours are:

9:00 AM – 1:30 PM Tuesday, Wednesday, and Thursday

9:00 AM – 12:00 PM Saturday and Sunday

Water Polo – Sundays from 10:30 am - 12:30 pm. Participants must be a member of USAWPA to participate in the program.

Lifeguard Training Exercises – During the summer months lifeguards are required to attend weekly trainings to practice skills and participate in educational sessions. So far this summer staff has covered such topics as:

Victim Recognition

Full facility EAP (Emergency Action Plan) scenario practices

CPR and First Aid skills

Swim Lesson Instructor refreshers

Spinal injury management skill practice

Special Events at the pool:

On July 4th we held our annual FREE SWIM which is co-sponsored by the Simpkins Family! Over 640 people enjoyed the pools, slide, WIBIT, climbing walls and a BBQ sponsored by the Boys and Girls Club.

On August 26th from 12-4 we will be hosting our 3rd annual Parks and Rex event. Join the Santa Cruz County Animal Shelter and the Santa Cruz County Parks Department for this fun and festive special day. This special event is a fundraiser for County youth recreation and aquatic programs.

Pool Rentals:

Swim Teams – Aptos Cabrillo Swim Club and Santa Cruz County Aquatics swim teams continue to rent lanes in the 50-meter pool and in the fall we will additionally be renting lanes to a 3rd team, Quicksilver Swimming. The swim teams offer school-age competitive swimming programs Monday through Friday from 4:00 to 7:30 p.m.

Private Pool Parties – Private Pool Parties are available on Saturdays & Sundays. A variety of aspects of the facility may be rented for Private Pool Parties, from just the warm pool to aspects accommodating up to 110 people. Private Pool Parties are scheduled on weekends, spring, summer and fall, after the facility has closed to the public.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

DATE: August 2, 2017
TO: Parks and Recreation Commission
FROM: Kathy DeWild, Program Coordinator
RE: Recreation & Cultural Services Division Status Report

ARTS AND CULTURAL

Art Exhibitions

Ken Zaremba's photographs are on exhibition at the Simpkins Family Swim Center / Parks office through August 4. The week of August 7, Ken's photos will come down and Melissa West will install her linoleum block prints.

Registration forms for the annual County Employee Art Exhibition are due August 8. This annual exhibition features a variety of artwork created by current and retired County Employees! The show goes up August 15 and will run through October 16.

Felton Library

The "Call to Artists" for the Felton Library public art project was released June 23, with an application deadline of July 28. 15 artists and artist-teams submitted proposals for the project. The selection panel will convene in the week of August 14 to select an artist or artists to move forward in the process, which will include an interview with the panel and presentation of a more-developed proposal. The panel's recommendation will go to the Arts Commission for approval in October, and finally to the Board of Supervisors for their consideration in the winter.

Farm Park

The public artist for the Farm Park continues to refine his concept plans for artwork on the bridge and bridge approach/landing.

Seacliff Village Park

Kathleen Crocetti will soon be repairing several of the mosaics at the park, which were damaged by vandalism.

ADULT AND SENIOR PROGRAMS

In July, we took a trip to Jack London Square. The fun began with a cruise aboard the USS Potomac, otherwise known as FDR's Floating White House. Clear skies provided beautiful views of the bay along the way and the narration provided was rich in historical and cultural significance. Next, trip-goers enjoyed lunch on their own and discovery in Jack London Square.

On August 9, Senior Mall Walk program participants will have their hard work acknowledged at the Mall Walkers 28th annual awards ceremony. Many walkers earned awards for attaining their goals and reaching new mileage categories. Volunteers for the program will also be honored and recognized for their hard work and dedication. Lastly, great prizes donated by generous area merchants will be raffled off. Later in August, a busload of participants will travel to North Beach to watch Steve Silver's Beach Blanket Babylon. This trip was revived after a 5-year hiatus and, after upgrading to the largest available bus to accommodate more, there are currently 18 people on the waitlist.

September will feature a narrated cruise around Alameda Island and the Oakland Estuary aboard the River Dolphin.

YOUTH RECREATION PROGRAMS

Mar Vista ACE

Staff are busy preparing for the school-term program's reopening on Wednesday, Aug. 16. We look forward to welcoming several returning participants to ACE this year as well as a number of new participants. Our first theme is Getting To Know You and we'll spend some time familiarizing participants with rules and expectations, as well as with each other and staff. One of the first orders of business will be getting our reward system in place. Children will decorate their moola buck envelope, which holds moola bucks that are awarded for excellent behavior, such as doing kind things for fellow participants. Three moola bucks earns a prize. We'll also play several icebreaker and active games.

In September, we'll start introducing some field trips and our Volunteer-In-Training programs for older participants interested in a leadership role.

Girls Paving the Way

Staff will attend a retreat with GIRLS (Gaining Information to Reach a Life of Success) Paving the Way program partners on Friday, September 1. Interviews are in process for the Recreation Specialist position, which will be dedicated one-quarter time to the GIRLS program. We are excited to introduce the newly-hired Recreation Specialist to the program's vision and the role that they and Parks will play in developing, executing and achieving the program goals by the end of the three-year pilot program.

Zombie Camp

24 middle-school ages youth enjoyed a week of Zombie Camp at Aptos Park from 9AM-3PM at Aptos Park, July 10-14. The theme, “Survivors Must Be Confident In Communication and Wilderness Skills,” included:” Orienteering; Wilderness Survival Skills, featuring a trek from the park to the ocean, via the creek, and fire building; First-Aid/Wound Management; a field trip to Nisene Marks State Park for shelter building, knife skills and water purification; and a “Zombie Attack” on the last day—where the teens got to apply zombie makeup, practice their archery skills, and play a zombies vs. humans Capture the Flag game. A fun time was had by all, and the camp t-shirt was a hit!

La Selva Beach Summer Camp

La Selva Beach Summer Camp has had a great summer, with lots of exciting field trips to places such as Raging Waters, Santa Cruz Beach Boardwalk, Golf Land Waters Slides and Paramount’s Great America. Recent themes included *Safari Week*, with activities such as safari-animal round-up, lemonade wild style, egg drop experiments, aliens, hoop shooting, tallest tower contest, water balloon toss, a tug-of-war contest, new obstacle course, ice cream sundaes, face painting and much more! The Summer Youth Volunteer program is also in full blast with over 15 volunteers ages 13-18 years old from local junior high and high schools volunteering their time to assist summer camp staff. Each volunteer has gone through an application, interview and training day process. The great majority of our current staff are former summer youth volunteers. We are also continuing our partnership with the local La Selva Beach Library and going to the library each week for an hour-long Mine Craft session and to see special guests the library has scheduled. We have had a terrific summer so far and look forward to the start of a new school year!

Kinder Enrichment at Mar Vista

Staff reached out to parents at the Kinder round-up at the Mar Vista back in April, with many families indicating an interest in registering their children. To set up for the first day of programs, which start on August 16, it’ll be a group effort, with a volunteer and staff members working to spruce up the room, ensure that there were enough supplies, transplant a few spiders, and start activity planning. Heather Heider, Oscar Arroyo, Carrie Burlogar, and Maddie Young are all returning staff from last school year; this solid team will hit the ground running when the program starts, just two days after summer camp programs end. The three themes for August were *Welcome*, *All About Me*, and *Farm Life*.

QUAIL HOLLOW RANCH INTERPRETIVE PROGRAMS – February-May

Interviews are in process for the Recreation Specialist position, which will be dedicated three-quarters time to Quail Hollow Ranch/interpretive programs, and one-quarter time to the GIRLS Paving the Way program.

Recent Interpretive Programs and Activities:

- Nature Adventure Camp, and new day camp at Quail Hollow Ranch for ages 6-11, was offered Monday through Friday, June 26-30 from 9:00 a.m. to 3:00 p.m. The theme was “Each Distinct Habitat Supports Extraordinary and Unique Wildlife.” Activities, led by

Jeremy Lin and Nikki Baker, included science lessons, journaling and field sketching, games, hiking on the Discovery and Woodrat Trails at QHR, camouflage and ethnobotany lessons, field trips to Natural Bridges and Nisene Marks State Parks, and special guest presenters Repti-ventures. Positive comments were received about the program from parents and kids alike.

- In cooperation with the County of Santa Cruz Public Works Department and Santa Cruz Master Gardeners, a ***Composting Workshop*** was held at Quail Hollow Ranch on July 23, from 1-3 p.m. A dozen eager participants learned all about the principles of composting kitchen and yard wastes using backyard bins and vermicomposting (worm composting) techniques, as well as how composting improves soil and aids in the health of plants and vegetables while reducing waste going to the landfill. The workshop was led by a Certified Master Composter and Master Gardener. Upon completion of the workshop, attendees were eligible for free or discount composting bins.
- Science Sleuths Summer Day Camp is in progress at Quail Hollow Ranch with 16 young scientists; the program runs Monday through Friday, July 31 – August 11 from 9:00 a.m. to 3:00 p.m. This year's theme, "Our Physical World," will explore with campers the Scientific Method, Gravity, Potential and Kinetic Energy, Physics and Chemistry of Water, Human and Animal Physiology, and Ecology. A night hike and all-day hike are planned, as well as field trips to Henry Cowell State Park, and UCSC's Arboretum. Leaders Scott Gentile and Benay O'Connell, along with volunteer Ian Polland (a former camper) are providing campers an amazing summer experience.

Upcoming Interpretive Programs and Activities:

- ***A Stellar Experience - Star Gazing at Quail Hollow Ranch*** will be offered by the Santa Cruz Astronomy Club on August 11, from 8PM-12AM.
- ***A Fun with Succulents*** workshop will be offered by Master Gardeners on August 20, from 1-3PM.
- ***Ghosts of Quail Hollow Ranch – A Ranch House Tour***, will be offered by Park Docent Richard James on August 20 from 1-3PM.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

DATE: August 2, 2017
TO: Parks and Recreation Commission
FROM: Margaret Ingraham, Volunteer Program Coordinator
RE: Recreation & Cultural Services Division Status Report

VOLUNTEER PROGRAM

During National Volunteer Week (April 24 – 28) the Parks Department had 3 volunteers recognized by the Board of Supervisors at the Outstanding Volunteer Recognition ceremony. Sonia Byington was recognized for volunteering over 640 hours at our La Selva Beach after school program; Myrtle Brabant (over 2500 hours), and Glenn Swanson (over 100 hours), were recognized for their volunteer efforts helping to facilitate the Capitola Mall Walking Program.

North County

Our north coast volunteer, Jay Todd, ventures out to the Davenport Landing area about once a month to pick up trash. He typically gathers 3-4 large bags of garbage during his outings and recently hauled 2 mattresses to a location for maintenance staff to haul away.

Quail Hollow Ranch

Volunteers have participated in 3 painting days at Quail Hollow Ranch since April. The volunteers have painted 4 barn walls, and over 200 yards of fence line. The painting efforts have helped to make the ranch look fresh and clean for the wedding season.

The 4th volunteer paint day will engage 100, 10 – 12 year olds from a summer church camp, and we hope to paint and freshen up even more fence lines.

On May 21st Quail Hollow Ranch volunteers were recognized for their efforts with an Ice Cream Social sponsored by the Friends of Quail Hollow Ranch. Supervisor Bruce McPherson, Parks Director Jeff Gaffney, and Kathy DeWild, Program Coordinator, presented special Quail Hollow Ranch pins to volunteers who had reached hours milestones.

The Nest Box volunteers have logged over 200 hours since April reporting data to the Cornell Ornithology Lab for its national NestWatch database. Their records include comprehensive nesting data for each species that has used the boxes over the years. The Nest Box volunteers have their own website that they maintain as well, it is called the Quail Hollow Ranch Nest Box Project at: <http://www.qhnestbox.org/>

Mid County

Staff has reached out to interested neighbors of Moran Lake in hopes of organizing a group to assist with cleanliness of the trail.

The Parks Department as a whole is benefitting from the assistance of a volunteer who comes in two mornings a week to assist with administrative tasks.

The Farm Park will receive help from the CCC in July. Maintenance staff is looking forward to their help with a big project.

South County

Hidden Beach Park received a huge volunteer gift from Crown Castle; a San Jose company, who brought 50 of their employees to Hidden Beach Park in Aptos to donate their time and energy to clean up the park. The 50 volunteers accomplished the following projects at the park: removed over 40 yards of unwanted invasive plants (mostly ivy); cleaned/scraped/sanded and repainted the children's play structure which was in desperate need; weeded several planter box areas; helped maintenance staff build and fill platform boxes underneath four memorial benches; raked and hauled debris off of a trail; hauled giant logs and branches off a hillside; dug out and moved a memorial plaque; painted two utility boxes and a metal gate; walked the entire creek and removed garbage and a tire; cleaned up trash on the beach; repainted park signs; and cut Pampus grass away from signs and railings. Needless to say it was a very productive, rewarding, and fun day!

Polo Grounds Park staff appreciated some assistance with picking up trash from an Aptos High School student who volunteered several weekends and some after school hours helping to keep the park looking beautiful.

A group of Youth Serve teenagers spent time at **Pinto Lake Park** painting over graffiti around the park.

**SANTA CRUZ COUNTY
PARKS AND RECREATION COMMISSION
BY-LAWS**

Sections:

- 1) **Established--Statutory Authority.**
- 2) **Membership.**
- 3) **Term of Office.**
- 4) **Officers.**
- 5) **Organization and Procedures.**
- 6) **Powers and Duties.**
- 7) **Meetings.**
- 8) **Minutes of Meetings.**
- 9) **Quorum for Meetings.**
- 10) **Notice of Meetings.**
- 11) **Public Participation.**
- 12) **Action of Commission.**
- 13) **Vacancies.**
- 14) **Biennial Report.**

1) **Established--Statutory Authority.**

———A. The Santa Cruz County Parks and Recreation Commission is established under the authority of Government Code Section 25208.5 and the County Board of Supervisors, in compliance with Chapter 2.38 and Chapter 2.70 of the Santa Cruz County Code.

———B. The Commission shall advise the County Board of Supervisors and the Department of Parks, Open Space and Cultural Services on recreational programs, facilities, and parklands within the unincorporated area and outside the boundaries of the four special recreational districts of the County of Santa Cruz.

2) **Membership.**

———The Commission shall consist of five members, residents of the County, appointed by the County Board of Supervisors. Each Supervisor shall nominate one member.

3) **Term of Office.**

———Each member shall serve for a term of four years, commencing on April 1st of the year in which the member's nominating Supervisor begins a full term.

4) **Officers.**

———The Commission shall elect a Chairperson and Vice-Chairperson. Officers shall be elected during the first meeting in April of each year.

5) **Organization and Procedures.**

A. ——General Organization. The Commission shall comply in all respects with Sections 2.38.110 through 2.38.250 and 2/38.270 of the Santa Cruz County Code unless otherwise provided herein.

B. ———County Staff Support. The County Department of Parks, Open Space and Cultural Services shall provide staff support for the Commission. The Director of the department, or the Director's designee, shall serve as administrative secretary to the Commission, and shall prepare and receive copies of all minutes, reports and recommendations submitted to the Board of Supervisors by the Commission. The staff of the Department of Parks, Open Space and Cultural Services shall assist the Commission in discharging its duties.

6) **Powers and Duties.**

The Commission shall be responsible for performing the following duties:

- A. ———Assess the needs and resources of the County for parks, open space and cultural services, and recommend programs to satisfy those needs;
- B. ———Advise the Board of Supervisors and the Department of Parks, Open Space and Cultural Services on the formulation, implementation, review and updating of the County ~~Master P~~lan for parks, recreation and open space;
- C. ———Advise the Board of Supervisors and the Department of Parks, Open Space and Cultural Services on the administration of a program of acquisition, development, maintenance and operation of parks and recreational resources, as reflected in the ~~Master matter P~~lan for parks, recreation and open space;
- D. ———Advise the Board of Supervisors and the Department of Parks, Open Space and Cultural Services on the preservation of the historic, cultural and natural resources of the County and how best to promote and foster an awareness of this heritage ~~in the citizens of the County~~;
- E. ———Cooperate with public, private and quasi-private agencies and organizations involved in parks, open space and cultural services in or affecting the County;
- F. ———Advise the Department of Parks, Open Space and Cultural Services on the preparation, justification and administration of an annual budget for parks, open space and cultural services;
- G. ———Evaluate all applications for County funds or services for the support of County-sponsored or County-assisted programs in recreation, arts, and other cultural services, and make recommendations to the Board of Supervisors on such applications; and
- H. ———Communicate and cooperate with the arts and ~~promotional~~**other** commissions **and boards** in order to ensure coordination of cultural and social activities.

7) **Meetings.**

———**A.** All business shall be conducted at regular public meetings scheduled **at least** quarterly on a Monday at 7:00 p.m. at the Simpkins Family Swim Center/Parks Department Offices, located at 979 17th Avenue, Santa Cruz, California, **or, from time to time, at an alternate location specified in the public notice. The Commission may call for special public meetings in order to timely conduct Commission business.** ~~Special public meetings Supervisors, and/or a majority of the Commission, shall direct.~~

———**B.** Any subcommittee meetings **comprised** ~~composed solely~~ of less than a quorum of the members of the Commission **and**, which are not standing subcommittees of the Commission, shall meet at a time and place convenient for the members of the subcommittee and may be open to the public. Proceedings of any subcommittee meetings shall be presented to the Commission in written form at the Commission's regular meeting.

8) **Minutes of Meetings.**

——Official minutes recording the motions entertained and actions taken at each Commission meeting shall be prepared and submitted by the Commission to the Board of Supervisors, the Clerk of the Board, and the County Administrative Office.

9) **Quorum for Meetings.**

——A quorum shall consist of three (3) Commissioners for regular and special meetings. If a quorum is not present within fifteen minutes of the scheduled meeting time for any regular or special meeting, then such meeting shall be adjourned for lack of a quorum. A notice indicating such an adjournment shall accompany the **agenda for the Commission's** following agenda for the next meeting.

10) **Notice of Meetings.**

- A. ——At least seventy-two (72) hours prior to each regular meeting, an agenda for the regular meeting shall be **electronically sent** ~~mailed~~ to each Commission member, ~~and~~ to each representative of the news media and to each ~~other~~ person who has submitted a written request to the Commission for notification of meetings.
- B. **The agenda**, ~~and~~ shall be posted at least seventy-two (72) hours prior to the regular meeting at a location that is freely accessible to the public. The agenda shall contain a brief general description of each item of business to be transacted or discussed at the meeting.
- C. No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the Commission may briefly respond to statements made or questions posed by persons exercising their public testimony rights or ask a question for clarification, refer the matter to staff or to other resources for factual information, or request staff to report back at a subsequent meeting concerning any matter.
- D.- Notwithstanding the foregoing, action may be taken on an item of business not appearing on the posted agenda upon **following** a determination by a four-fifths vote **by the Commissioners present.** ~~of the membership of the Commission, or~~
- E. **If less than four-fifths of the members are Commission is present, action may be taken on an item of business not appearing on the posted agenda if, by an unanimous vote of the Commissioners present, the Commissioners determine there is a need to take immediate action and that the need for action came to the attention of the County subsequent to the agenda being posted.** ~~by unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the County subsequent to the agenda being posted.~~
- F. ——At ~~least lease~~ twenty-four (24) hours prior to each special meeting, an agenda for the special meeting shall be **electronically sent** ~~mailed~~ to each Commissioner, ~~member~~ ~~and~~ to each representative of the news media and to each ~~other~~ person who has submitted a written request to the Commission for notification of meetings; and shall be posted at least twenty-four (24) hours prior to the special meeting at a location that is freely accessible to members of the public. No business other than that listed on the agenda shall be considered at a special meeting.
- G. ——All subcommittees shall comply with the notice and agenda requirements otherwise applicable to the Commission in these ~~B~~by-laws, except for subcommittees composed solely of less than a quorum of the members of the Commission which are not standing subcommittees of the Commission with either a continuing subject matter jurisdiction or a meeting schedule fixed by resolution or other formal action of the Commission.

11) **Public Participation.**

Public participation in Commission meeting shall be allowed as follows:

- A. ———An opportunity for members of the public to directly address the Commission on any item on the agenda **that is** of interest to the public shall be provided before or during the Commission’s consideration of the item.
- B. ———In addition, the agenda will provide for oral communications on items not on the agenda which are within the subject matter jurisdiction of the Commission near the beginning of each regular meeting agenda.
- C. ———The ~~Chairperson of the~~ Commission may establish reasonable limits on the amount of time allotted to each speaker on a particular item, and the Commission may establish reasonable limits on the total amount of time allotted for public testimony on a particular item or the total amount of time allotted for community oral communications. **Unless otherwise determined by the Commission, the time limit will be 3 minutes.** When further discussion is required, the Commission may vote to allot time in the agenda of the following meeting.

12) **Action of the Commission.**

———Every act of decision taken or made by an affirmative vote of at least three of the Commissioners present at the meeting is the act of the Commission. All such actions of the Commission shall be governed by Roberts Rules of Order.

13) **Vacancies.**

———Vacancies on the Commission shall exist: (1) on the death, resignation or removal of any Commissioner; and (2) any **Commissioner member** who misses three consecutive meetings, without good cause entered into the Commission’s minutes; or, **any Commissioners who misses** half of the meetings in a calendar year, of the Commission shall be deemed as resigned from the Commission ~~and the Board of Supervisors may be notified of the vacancy on the Commission.~~. Parks Department staff shall notify the Clerk of the Board of any vacancies on the Commission.

14) **Biennial Report.**

- A. ———A biennial report shall be submitted by the Commission to the Board of Supervisors and to the County Administrative Office on or before January 31st **and** subsequently filed with the Clerk of the Board of Supervisors. The report shall highlight the activities, accomplishments and ~~figure~~ goals of the Commission and shall utilize the following report format:
 - 1. Role(s) of the Commission;
 - 2. Meeting dates, time and location;
 - 3. Commission structure;
 - 4. Commission staff (designated staff or staff assigned through department);
 - 5. Attendance;
 - 6. Annual goals and accomplishments (reporting year goals and attainment of those goals; summary of reporting year activities including special projects, ~~and projects and~~ workshops or seminars that ~~members~~ **Commissioners** have attended, if applicable);
 - 7. Future goals; and
 - 8. Recommendations- **may include** (public and/or private sector actions ~~to that~~ **that** advance the goals of the Commission).
- B. ———In addition to the **Biennial Report**, the Commission may submit progress reports and recommendations to the Board of Supervisors and **to** the County Administrative Office at any time.

**SANTA CRUZ COUNTY
PARKS AND RECREATION COMMISSION
BY-LAWS**

Sections:

- 1) **Established--Statutory Authority.**
- 2) **Membership.**
- 3) **Term of Office.**
- 4) **Officers.**
- 5) **Organization and Procedures.**
- 6) **Powers and Duties.**
- 7) **Meetings.**
- 8) **Minutes of Meetings.**
- 9) **Quorum for Meetings.**
- 10) **Notice of Meetings.**
- 11) **Public Participation.**
- 12) **Action of Commission.**
- 13) **Vacancies.**
- 14) **Biennial Report.**

1) **Established--Statutory Authority.**

- A. The Santa Cruz County Parks and Recreation Commission is established under the authority of Government Code Section 25208.5 and the County Board of Supervisors, in compliance with Chapter 2.38 and Chapter 2.70 of the Santa Cruz County Code.
- B. The Commission shall advise the County Board of Supervisors and the Department of Parks, Open Space and Cultural Services on recreational programs, facilities, and parklands within the unincorporated area and outside the boundaries of the four special recreational districts of the County of Santa Cruz.

2) **Membership.**

The Commission shall consist of five members, residents of the County, appointed by the County Board of Supervisors. Each Supervisor shall nominate one member.

3) **Term of Office.**

Each member shall serve for a term of four years, commencing on April 1st of the year in which the member's nominating Supervisor begins a full term.

4) **Officers.**

The Commission shall elect a Chairperson and Vice-Chairperson. Officers shall be elected during the first meeting in April of each year.

5) **Organization and Procedures.**

- A. General Organization. The Commission shall comply in all respects with Sections 2.38.110 through 2.38.250 and 2/38.270 of the Santa Cruz County Code unless otherwise provided herein.

- B. County Staff Support. The County Department of Parks, Open Space and Cultural Services shall provide staff support for the Commission. The Director of the department, or the Director's designee, shall serve as administrative secretary to the Commission, and shall prepare and receive copies of all minutes, reports and recommendations submitted to the Board of Supervisors by the Commission. The staff of the Department of Parks, Open Space and Cultural Services shall assist the Commission in discharging its duties.

6) **Powers and Duties.**

The Commission shall be responsible for performing the following duties:

- A. Assess the needs and resources of the County for parks, open space and cultural services, and recommend programs to satisfy those needs;
- B. Advise the Board of Supervisors and the Department of Parks, Open Space and Cultural Services on the formulation, implementation, review and updating of the County Master Plan for parks, recreation and open space;
- C. Advise the Board of Supervisors and the Department of Parks, Open Space and Cultural Services on the administration of a program of acquisition, development, maintenance and operation of parks and recreational resources, as reflected in the Master Plan for parks, recreation and open space;
- D. Advise the Board of Supervisors and the Department of Parks, Open Space and Cultural Services on the preservation of the historic, cultural and natural resources of the County and how best to promote and foster an awareness of this heritage;
- E. Cooperate with public, private and quasi-private agencies and organizations involved in parks, open space and cultural services in or affecting the County;
- F. Advise the Department of Parks, Open Space and Cultural Services on the preparation, justification and administration of an annual budget for parks, open space and cultural services;
- G. Evaluate all applications for County funds or services for the support of County-sponsored or County-assisted programs in recreation, arts, and other cultural services, and make recommendations to the Board of Supervisors on such applications; and
- H. Communicate and cooperate with the arts and other commissions and boards in order to ensure coordination of cultural and social activities.

7) **Meetings.**

- A. All business shall be conducted at regular public meetings scheduled at least quarterly on a Monday at 7:00 p.m. at the Simpkins Family Swim Center/Parks Department Offices, located at 979 17th Avenue, Santa Cruz, California, or, from time to time, at an alternate location specified in the public notice. The Commission may call for special public meetings in order to timely conduct Commission business.
- B. Any subcommittee meetings comprised of less than a quorum of the members of the Commission and, which are not standing subcommittees of the Commission, shall meet at a time and place convenient for the members of the subcommittee and may be open to the public. Proceedings of any subcommittee meetings shall be presented to the Commission in written form at the Commission's regular meeting.

8) **Minutes of Meetings.**

Official minutes recording the motions entertained and actions taken at each Commission meeting shall be prepared and submitted by the Commission to the Board of Supervisors, the Clerk of the Board, and

the County Administrative Office.

9) **Quorum for Meetings.**

A quorum shall consist of three (3) Commissioners for regular and special meetings. If a quorum is not present within fifteen minutes of the scheduled meeting time for any regular or special meeting, then such meeting shall be adjourned for lack of a quorum. A notice indicating such an adjournment shall accompany the agenda for the Commission's next meeting.

10) **Notice of Meetings.**

- A. At least seventy-two (72) hours prior to each regular meeting, an agenda for the regular meeting shall be electronically sent to each Commission member, to each representative of the news media and to each person who has submitted a written request to the Commission for notification of meetings.
- B. The agenda shall be posted at least seventy-two (72) hours prior to the regular meeting at a location that is freely accessible to the public. The agenda shall contain a brief general description of each item of business to be transacted or discussed at the meeting.
- C. No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the Commission may briefly respond to statements made or questions posed by persons exercising their public testimony rights or ask a question for clarification, refer the matter to staff or to other resources for factual information, or request staff to report back at a subsequent meeting concerning any matter.
- D. Notwithstanding the foregoing, action may be taken on an item of business not appearing on the posted agenda upon following a determination by a four-fifths vote by the Commissioners present.
- E. If less than four-fifths of the Commission is present, action may be taken on an item of business not appearing on the posted agenda if, by an unanimous vote of the Commissioners present, the Commissioners determine there is a need to take immediate action and that the need for action came to the attention of the County subsequent to the agenda being posted.
- F. At least twenty-four (24) hours prior to each special meeting, an agenda for the special meeting shall be electronically sent to each Commissioner, to each representative of the news media and to each person who has submitted a written request to the Commission for notification of meetings; and shall be posted at least twenty-four (24) hours prior to the special meeting at a location that is freely accessible to members of the public. No business other than that listed on the agenda shall be considered at a special meeting.
- G. All subcommittees shall comply with the notice and agenda requirements otherwise applicable to the Commission in these By-laws, except for subcommittees composed solely of less than a quorum of the members of the Commission which are not standing subcommittees of the Commission with either a continuing subject matter jurisdiction or a meeting schedule fixed by resolution or other formal action of the Commission.

11) **Public Participation.**

Public participation in Commission meeting shall be allowed as follows:

- A. An opportunity for members of the public to directly address the Commission on any item on the agenda that is of interest to the public shall be provided before or during the Commission's consideration of the item.
- B. In addition, the agenda will provide for oral communications on items not on the agenda which are within the subject matter jurisdiction of the Commission near the beginning of each regular

meeting agenda.

- C. The Commission may establish reasonable limits on the amount of time allotted to each speaker on a particular item, and the Commission may establish reasonable limits on the total amount of time allotted for public testimony on a particular item or the total amount of time allotted for community oral communications. Unless otherwise determined by the Commission, the time limit will be 3 minutes. When further discussion is required, the Commission may vote to allot time in the agenda of the following meeting.

12) **Action of the Commission.**

Every act of decision taken or made by an affirmative vote of at least three of the Commissioners present at the meeting is the act of the Commission. All such actions of the Commission shall be governed by Roberts Rules of Order.

13) **Vacancies.**

Vacancies on the Commission shall exist: (1) on the death, resignation or removal of any Commissioner; and (2) any Commissioner who misses three consecutive meetings, without good cause entered into the Commission's minutes; or, any Commissioners who misses half of the meetings in a calendar year, of the Commission shall be deemed as resigned from the Commission. Parks Department staff shall notify the Clerk of the Board of any vacancies on the Commission.

14) **Biennial Report.**

A. A biennial report shall be submitted by the Commission to the Board of Supervisors and to the County Administrative Office on or before January 31st and subsequently filed with the Clerk of the Board of Supervisors. The report shall highlight the activities, accomplishments and goals of the Commission and shall utilize the following report format:

1. Role(s) of the Commission;
2. Meeting dates, time and location;
3. Commission structure;
4. Commission staff (designated staff or staff assigned through department);
5. Attendance;
6. Annual goals and accomplishments (reporting year goals and attainment of those goals; summary of reporting year activities including special projects, workshops or seminars that Commissioners have attended, if applicable);
7. Future goals; and
8. Recommendations may include (public and/or private sector actions that advance the goals of the Commission).

B. In addition to the Biennial Report, the Commission may submit progress reports and recommendations to the Board of Supervisors and to the County Administrative Office at any time.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

August 7, 2017

Parks and Recreation Commission
County of Santa Cruz
979 17th Avenue
Santa Cruz CA 95062

SUBJECT: Addendum to Quail Hollow Ranch County Park Master Plan to include Pace Property

Dear Parks Commissioners,

This letter describes a proposed addendum for your consideration to the Quail Hollow Ranch County Park Master plan to include trails and restoration activities on the adjacent Pace Property.

I. Background

The Quail Hollow Ranch County Park Master Plan was originally adopted by the Santa Cruz County Board of Supervisors on February 27, 1990 ("1990 Master Plan"), and then modified through an amendment to that master plan adopted on March 14, 2000 ("2000 Amendment").

The Pace Property was acquired by the County Parks Department in 1997, and a permanent public trail easement was recorded on the property between the Pace Property to Quail Hollow Ranch County Park in 2017, allowing public access between the two properties.

The 80-acre Pace Property was gifted to the County Parks Department with the following restrictions written in the deed:

"[p]roperty is to be held as natural parkland to be used by the public for their enjoyment; that the redwood trees located thereon shall be preserved and that mechanized equipment shall be excluded except for maintenance of necessary park facilities; and that the County shall not sell the above described parcel of land."

Since accepting this gift of property, the County Parks Department has not developed any plans for this parcel and there is currently no public access to this parcel.

The only possible public access to the property would be by trail through development of the trail easement from Quail Hollow Ranch. Newell Creek Road, traversing through the western portion of the property, is a private road, is closed to the public, and is gated for security reasons related to access to the dam at Loch Lomond.

With the requirements recorded in the deed for the property, and the lack of public road access to the property, trail connections from Quail Hollow Ranch County Park and associated activities are the only realistic public park uses for the property in the foreseeable future.

Volunteers at Quail Hollow have been involved extensively in construction and maintenance of park trails in the past. Volunteers are interested in continuing these efforts to construct new trails linking the existing Quail Hollow Ranch property to the Pace Property, and extending a loop trail through the Pace Property. Volunteers have been involved in developing the proposed trail alignments included in this proposed addendum. Volunteers also currently are involved in native plant restoration activities at Quail Hollow Ranch County Park, and there is an opportunity to extend these activities to the Pace Property.

II. Proposed Addendum

Trail Network

The proposed trail network includes two new trails, shown in Figure 1.

For all new trails included in the proposed addendum, trail grade will not exceed ten percent grade and will not exceed an average of 5 to 7 percent. The trail will be constructed with hand tools, and will be sited in the field to minimize the removal of vegetation. The surface of the trail will be native soil.

The location, tree cover and grade for these trails will minimize the need for special drainage structures. Additionally, the trail will be outsloped to minimized gullying and accumulation of runoff down the trail. Local materials will be used as required to stabilize the trail. Where necessary, rolling dips and/or water bars will be installed approximately every forty feet to ensure that any accumulated water flow is directed off the trail.

The two planned trails are described below, including the Pace access trail and the Pace loop trail. These are not proposed names for these trails and the trails may be named at a future time through an appropriate process.

Pace Access Trail

The proposed access trail to the Pace Property will be located within a public trail easement granted to the County of Santa Cruz by the private land owner, between Quail Hollow Ranch County Park and the Pace Property. This new trail will provide public hiking access from Quail Hollow Ranch to the Pace Property, and will allow access for restoration activities and educational signage in this area.

The trail will connect to the existing Quail Hollow Ranch trail system at the Sunset Trail, about 200 feet downhill from the overlook at the end of the existing trail. The new connector trail will be sited generally along contour for approximately a half mile to the Pace Property, as shown in Figure 1.

Pace Loop Trail Construction

The loop trail on the Pace Property will connect to the Pace access trail, and will provide an approximately 2-mile hiking trail within the upper portion of the Pace Property. The conceptual alignment for this trail is shown in Figure 1, but the exact alignment for this trail will be refined and may be modified in the field based on site conditions.

Restoration Activities

With trail access to the Pace Property, restoration activities for two sensitive plant communities will become possible and will be implemented with each phase of trail construction. Proposed activities include planting Ben Lomond spineflower seeds in disturbed areas along the newly constructed trail corridor in the ponderosa pine forest area in the upper Pace Property, and caging existing Ben Lomond wallflower populations on the Pace Property to protect them from herbivory.

Signage

With each phase of trail development, directional and interpretive signage will be installed along trails. Directional signage will be placed at each trail junction, and will include trail name, allowed uses, mileage and directional arrows.

Interpretive signage will provide educational opportunities for park users to learn about the sensitive biological communities and other information along these new trail corridors. Interpretive signs may have themes such as natural geologic history of sandhills, sandhill plant communities, and the history of Quail Hollow and surrounding areas.

Trail Maintenance

Trails maintenance is expected to be minimal and consist mostly of annual vegetation trimming to keep trails clear. Occasional minor trail surface grooming may also be necessary where foot traffic has adversely altered the grade. All maintenance will be performed with hand tools. Any unanticipated gulying or accumulation of runoff along new trails will be addressed through adaptive management and installing additional rolling dips or water bars to keep runoff from accumulating along the trail.

Phasing

County Parks anticipates constructing trails and associated restoration and signage in two phases. During Phase I, the Pace access trail will be developed and terminate at a scenic meadow and redwood grove on the Pace Property. In Phase II, the Pace loop trail will be developed and the Pace access trail will connect to the Pace loop trail.

III. Recommendation and Next Steps

Upon your recommendation, the proposed addendum will be refined and developed in more detail. The Parks Department will work with the County Planning Department to complete environmental review for the project as required by the California Environmental Quality Act. The resulting Master Plan Addendum and CEQA document would then be put on the Board of Supervisor's agenda to be considered for adoption.

It is therefore recommended that your Commission:

1. Make a recommendation to the Board of Supervisors to adopt the proposed addendum to the Quail Hollow Ranch County Park Master Plan.

Sincerely,



Jeff Gaffney, Director

Attachment: Figure 1: Map of proposed trails network

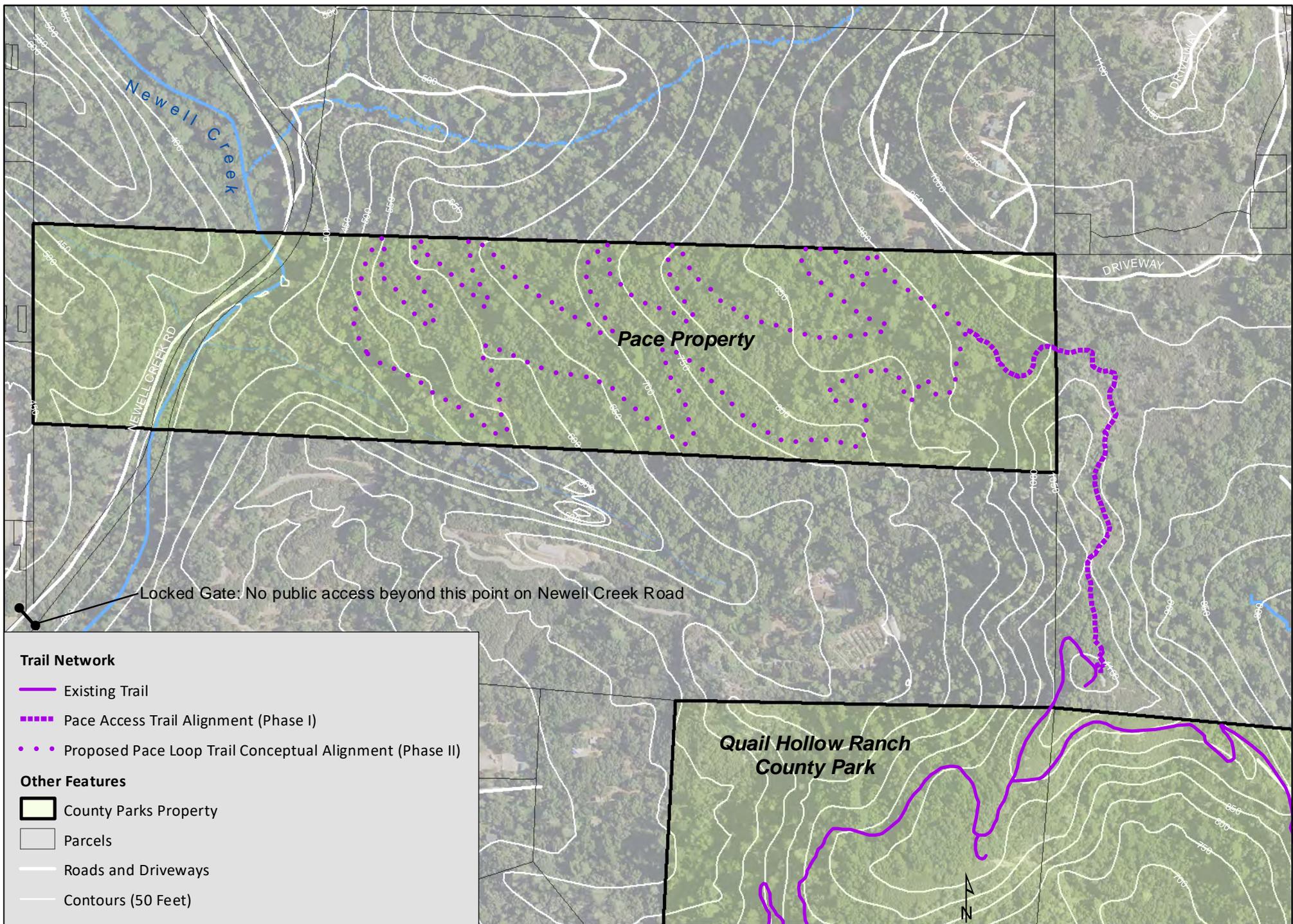


Figure 1: Proposed Trail Network



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

DATE: August 2, 2017
TO: PARKS AND RECREATION COMMISSION
FROM: MICHAEL PINI
RE: STATUS REPORTS ON SAFETY COMMITTEE AND STORM DAMAGE

SAFETY COMMITTEE

A County Parks Safety Committee was organized in August 2016 with representation of maintenance staff from North, South and Mid County. The Committee meets once a month to discuss safety issues within the Parks system, as well as propose and execute workplace safety initiatives.

Principal Responsibilities

- Bi-weekly safety trainings with the intention of having all staff trained in a consistent and standardized way.
- Organize required OSHA trainings including Hazardous Materials and Blood Borne Pathogens.
- Ensure department's practices and equipment stay current with changing regulations and technology.
- Involve all employees in planning, organizing, and most importantly, participating in the safety processes.

Safety Initiatives

Playground Safety

In May, County Parks organized and hosted a Playground Maintenance Training at Simpkins Swim Center. Landscape Structures, the leading manufacturer of playground equipment provided the training. Maintenance staff learned how to identify safety hazards associated with playground equipment, and proper repair techniques. All County Parks maintenance staff attended, as well as maintenance staff from the City of Santa Cruz, and the City of Watsonville.

Equipment Inspection

Currently, the Committee is developing a pre and post equipment inspection checklist for all large ride-on equipment to ensure basic maintenance is happening and more importantly, that the equipment is safe for use prior to operation.

STORM DAMAGE

The Federal Government declared Santa Cruz County eligible to receive federal disaster assistance for damages incurred during three separate storm events that occurred this past winter.

Reportable storm damage for County Parks was identified at 20 sites that included parks, facilities, and beach access points. Initial rough estimates put the repair cost around \$714,000; this estimate also includes future mitigation repairs.

Process

Staff is working closely with Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (Cal OES) to document all damages and to develop a scope of work for repairs.

In addition to regular maintenance duties, staff is making repairs for smaller storm damage projects. Bids are being solicited from contractors for larger repair efforts.

Staff is also procuring detailed documentation of maintenance and administrative staff time, invoices, receipts, and photos.

Noteworthy damage sustained at:

Moran Lake

23 Blue Gum Eucalyptus trees fell during the February storm period, several striking neighboring dwellings. More trees were removed and pruned based on evaluations performed by consulting arborist.

Ben Lomond Park

Flood waters from the swollen San Lorenzo River caused extensive damage and loss to the park's bulkhead fence, contamination of playground surfacing, and significant deposits of sediment throughout park. The park was reopened to the public in time for Memorial Day Weekend.

Heart of Soquel and Soquel Lions Park

Both Heart of Soquel Park and Soquel Lions Parks sustained a landslip along the bank of the Soquel Creek. Engineers have been engaged to develop scope of work and cost estimates for necessary repairs.



Moran Lake



Ben Lomond Park



Soquel Lions Park



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

August 7, 2017

Parks and Recreation Commission
County of Santa Cruz
979 17th Avenue
Santa Cruz CA 95062

SUBJECT: County Parks Strategic Plan

Dear Commissioners,

The Department has been moving forward developing the County Parks Strategic Plan. This letter and attached materials provide your commission with an update on this process, and draft materials for your consideration.

In April and May, the Parks Department held five public meetings throughout the County to get input from the community on vision and priorities to be included in the County Parks Strategic Plan. The meetings were attended by over 190 people, and participants shared a variety of perspectives on their vision, values and goals for the department.

Outreach and publicity for the meetings included sending individual letters and emails to over 200 stakeholder groups, publishing in each of the Board of Supervisors' newsletters, posting on both the County's and the Parks Department's website and social media, posting on Next Door, posting in the Parks Activity Guide, posting flyers at parks and community bulletins, distributing flyers to school districts where feasible, and a distributing a press release which generated several articles in local media.

I would like to personally thank all of the Commissioners for attending at least one of the public meetings, helping publicize the meetings, and helping facilitate and run the meetings.

All outreach and publicity materials also included a link to an online survey and over 700 people completed the survey between the beginning of April and the end of May.

The results and summaries of input received from these public meetings are compiled in the attached Needs Statement, included as Attachment 1.

Staff has developed a draft vision statement and core values for the department based on input from the staff, the public, and the Strategic Plan Working Group. The draft vision and values are included in Attachment 2.

Staff will continue to collaborate with Working Group members to develop strategic goals and actions to be included in the draft Strategic Plan. These components will be included in a first draft strategic plan document this fall. Staff will organize and publicize a community meeting in the late fall or winter to present the draft strategic plan and get comments from the public. Based on this input, staff will revise this draft and present the revised version to the Parks Commission and the Board of Supervisors.

We look forward to future collaboration with the Parks Commission related to the County Parks Strategic Plan.

Warm regards,



Jeff Gaffney
Director of Parks, Open Space & Cultural Services

Attachments:

1. County Parks Strategic Plan Needs Statement
2. Draft County Parks Strategic Plan Vision and Values

COUNTY PARKS STRATEGIC PLAN NEEDS STATEMENT

July 27, 2017

This Needs Statement includes a summary of the engagement process for the Santa Cruz County Parks Strategic Plan process and a summary of the results from that engagement process.

I. HOW NEEDS HAVE BEEN IDENTIFIED

In order to identify needs for the County Parks Department, staff conducted an internal assessment, a community outreach process, and reviewed other data and outreach efforts.

A. Internal Assessment of Department Needs

Staff meetings

All staff in the County Parks Department was given the opportunity to give input into the strategic planning process through a series of three staff meetings. Each meeting had a mix of different attendees from various sections of the Parks Department. The meeting facilitator led staff at each meeting through a series of visioning and brainstorming exercises aimed at gathering priorities and ideas for how the Department could improve and evolve to meet the needs of the community. In total, 48 staff members attended these meetings, and these meetings provided the basis for the Department Needs section in the end of this chapter.

Strategic Plan Working Group

The Strategic Plan Working Group is composed of 12 members representing a variety of perspectives on parks and programs and the County Parks Department. The Working Group has met periodically throughout the strategic planning process to give input into project materials, and to assist with the outreach process and publicity and implementation of the public meetings.

B. Community Outreach Process

Almost 1,000 people participated in some way in the Strategic Planning public engagement process, through attending meetings or filling out the online survey. The following sections describe the components of the community engagement process.

Stakeholder Engagement

County Parks staff and Working Group members identified and sent individual letters and emails to over 200 stakeholders. These stakeholders included community groups, advocacy organizations, partnering agencies, park user groups, and business and civic organizations. Letters encouraged these groups to publicize the meetings to their membership, and encourage attendance at the public meetings. Letters

also encouraged people to complete the online survey and contact parks staff directly for pertinent conversations related to County Parks programs and facilities. Letters and outreach materials were provided in both English and Spanish.

Board of Supervisors Input

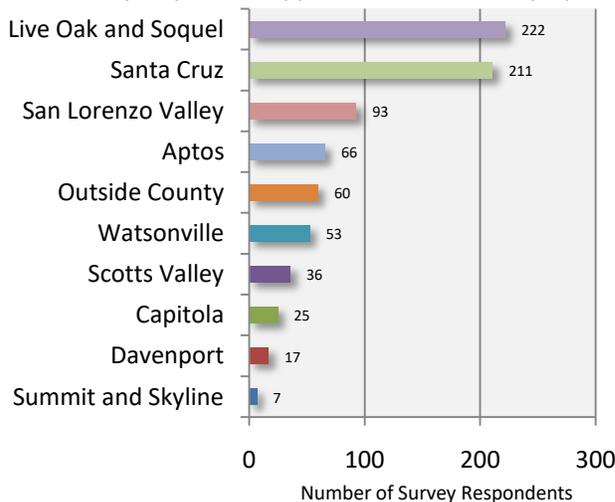
Each Board of Supervisor shared ideas of needs they heard at the meetings and things that they have heard from their constituents related to the County Parks Department.

Online Survey

The Parks Department created an open online survey for anyone interested in giving input into the strategic planning process. The survey was available in both English and Spanish and was open for responses from April 8 through June 2, 2017. In that time, 802 people responded to the survey. Some of these respondents only completed the name and email sections. 676 respondents completed meaningful portions of the survey.

The survey was not intended to be scientific or to statistically represent the county. Since the respondents are self-selected and do not represent a random sample, the results of the survey do not necessarily represent the entire county population. Staff decided to make the survey available to anyone who wanted to complete it to ensure that there was a way for anyone who wanted to participate to do so. Survey responses were completed from all parts of the County, as shown in Figure 1.

Figure 1: Survey respondent approximate locations by zip code



Community Meetings

The Parks Department held a series of five community meetings to get community input on vision and priorities for the Department for the Strategic Plan. Over 190 people participated in these meetings, and participants shared a variety of perspectives on their vision, values and goals for the department.

Meetings were held in Ben Lomond, Watsonville, Davenport, Aptos and Live Oak. The meetings were publicized extensively through individual letters and emails to over 200 stakeholder groups, publishing in each of the Board of Supervisors' newsletters, posting on both the County's and the Parks Department's website and social media, posting on Next Door, posting in the Parks Activity Guide, posting flyers at parks and community bulletins, distributing flyers to school districts where feasible, and a distributing a press release which generated several articles in local media. Publicity materials were provided in English and Spanish.

Community meetings included about an hour and fifteen minutes for public comments. Participants were split into four groups for the comment period, and each group rotated through a series of four stations. Each station was facilitated by staff and/or volunteers and focused on one of four topics, including vision and values, parks and facilities, programs and events, and priorities. Facilitators asked a series of prompts or lead a series of exercises with each small group, and all comments were recorded on a large note pad. Spanish translation services were available at each meeting.

C. Review of other recent outreach efforts

In assessing park needs in the county, staff has also reviewed summaries of other related outreach efforts in the county in the last ten years, including the following:

- ***Draft City of Santa Cruz Parks Master Plan 2030*** (2017): This project included extensive outreach within the City of Santa Cruz about park needs for the city parks department, and includes results of two statistically valid polls related to parks issues.
- ***City of Watsonville Trails & Bicycle Master Plan*** (2012): This project included community input and identifies needs for trails in the southern part of the county.
- ***City of Watsonville Parks and Recreation Facilities Master Plan*** (2009): This plan includes a needs assessment for Watsonville parks, recreation, and trails, and was developed with extensive community meetings, focus groups and surveys.
- ***Monterey Bay Sanctuary Scenic Trail Network Master Plan*** (2013): The Santa Cruz County Regional Transportation Commission (RTC) developed this master plan with community input to guide the implementation of the rail trail, which will be an off-street trail from Davenport to Watsonville along the Santa Cruz Branch rail line.
- ***Sustainable Santa Cruz County Plan*** (2014): The County Planning Department created this plan to describe the vision, guiding principles, and strategies that can lead to a more sustainable development pattern in Santa Cruz County within the planning area of Live Oak, Soquel and Aptos, including policies related to trails and parks in the Plan's policies for open space and the bicycle and pedestrian network.
- ***Conservation Blueprint*** (2011) by the Land Trust of Santa Cruz County: This project included extensive countywide outreach related to needs for open space and conservation.

II. KEY FINDINGS

This section includes a summary of what staff heard through the various components of the outreach process.

Online Survey Findings

The online survey had a broad reach as it was easily accessible to people throughout the county who were interested in providing input into the Strategic Plan. Survey respondents also learned about the Parks Department, the parks system and gained more of an understanding of the parks system as a whole. Some findings from the survey include the following things:

- **County Parks Brand:** Santa Cruz County residents do not have a strong association with county parks as being distinct from city parks, state parks, or other parks. When asked which county park you use the most, the most common answer (8.7%) was “other,” where respondents generally listed parks that were not county parks.
- **Popular Recreational Activities:** County residents value a variety of recreational opportunities in their parks. Based on survey responses, walking and going to the beach are the most common activities, but all types of recreation listed, plus many types not listed, were important.
- **Travel to Parks:** Most respondents (61%) typically drive to the parks, but a significant number typically walk (22%) and bike (15%).
- **Opinion of Parks Department:** Most respondents have a favorable or very favorable opinion of Santa Cruz County Parks (75%), while only 5% have an unfavorable or very unfavorable opinion.
- **Comments:** The survey had four open ended questions where respondents could type answers in long answer format. General themes that were included in these open-ended responses are included in the Community Needs section of this report. Figure 3 shows words were most commonly used.

Figure 2: Survey responses to typical activities in county parks

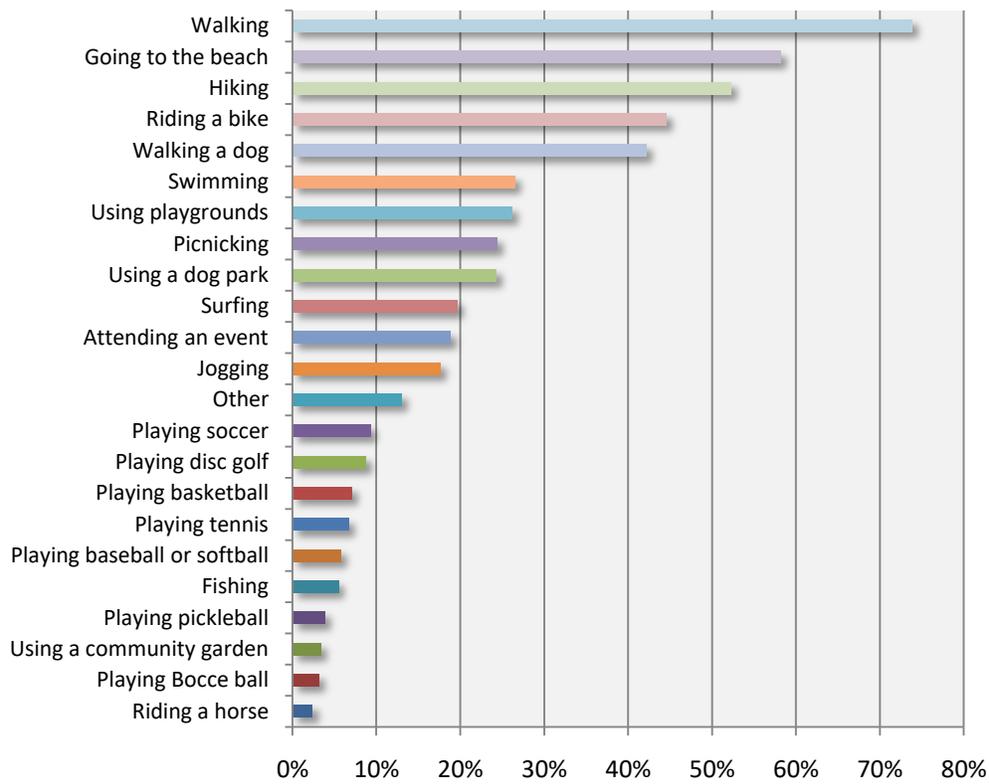


Figure 3: Words used in the responses to the survey about favorite aspects of Santa Cruz County Parks



Community Meetings Comments

In each of the five community meetings, participants expressed common themes that were repeated by many participants and stood out as key themes to that community. Region-specific themes from these meetings are summarized by geographic area in Table 1.

Table 1: Community Meeting Themes by Area

Area	Prominent Themes from Community Meetings
San Lorenzo Valley	<ul style="list-style-type: none"> • More trails and trail connections between parks • Improvements to access Miller Property • Opportunities for dogs and a dog park in SLV • Places to mountain bike and a bike pump track in SLV • More interpretive programs and features
Watsonville Area	<ul style="list-style-type: none"> • Additional uses at Pinto Lake such as sports facilities, aquatics, boating, interpretive materials, exercise equipment and facilities for youth programming • Increase in active youth recreation facilities and youth programming • Creation of additional beach access points and improved connections to existing beach access points in south county • Access to Bert Scott Estate and Freedom Lake • More sports facilities • A public pool or water feature and aquatics programs accessible to south county • Trail connections and coordination with City of Watsonville trail plans
North Coast	<ul style="list-style-type: none"> • Increased patrol, management and maintenance of north coast county beaches • Improved restrooms, parking, trash removal and amenities at all county beaches to accommodate increasing visitorship • Creating a biking and walking trail along the rail corridor between Davenport and Santa Cruz • Coordinated planning with State Parks and more planned and patrolled parking areas for beaches along north coast • County ownership, management, patrol and access improvements to Davenport main beach
Aptos	<ul style="list-style-type: none"> • More local neighborhood parks in Aptos to serve the local population without traveling to other parts of the County • Addition of uses at existing parks and completion of parks master plans at undeveloped parks such as Polo Grounds, Aptos Village and Seacliff Village • More coastal access points and improvements to existing points in Aptos area
Live Oak and Soquel	<ul style="list-style-type: none"> • Safety and enforcement of rules on Live Oak beaches • More off-leash dog facilities • Interpretive signage, facilities and programs at county beaches • Improved park infrastructure and amenities at county beaches • Improvements to Moran Lake park such as trail improvements and connections, tree safety and interpretive signage • More active sports facilities such as all-weather fields for soccer, additional pickleball and tennis courts, basketball, and other sports facilities • More neighborhood parks

Priority Ranking Results

Both the survey and the public meetings included a section on priorities where respondents and participants were required to rank various topics in order of importance to them. Results of the highest-ranking choices in these exercises are shown in Tables 2 through 4. These tables include the three choices that were ranked the highest (1), second highest (2) and third highest (3) summarized by each meeting, all the meetings combined, the online survey responses, and a combination of the five meetings and the online survey responses (overall total). The rankings are calculated through a weighted average of responses, where respondents' first choices are weighted the most, and last choices are weighted the least.

In the "Overall Total" column, meetings with more responses have more weight. For example, the online survey had many more responses than all of the meetings combined, so in the "Overall Total" column, the online survey is weighted more heavily than the public meetings. The following numbers of responses are represented in each category:

- Ben Lomond Public Meeting: 45 responses
- Watsonville Public Meeting: 20 responses
- Davenport Public Meeting: 24 responses
- Aptos Public Meeting: 24 responses
- Live Oak Public Meeting: 50 responses
- Total Public Meetings: 163 responses
- Online Survey: 616 responses
- Overall Total: 779 responses

In regards to the existing parks system (see Table 2) improving general maintenance ranked the highest overall. At the public meetings, improving public safety ranked the highest. Improving management and conservation of natural resources ranked high in all meetings and in the online survey as well. Integrating public art was consistently ranked lower than other options.

In regards to improving the parks system (see Table 3) creating and improving trail connections between parks ranked the highest overall. Providing access to County-owned open spaces ranked the highest at the public meetings. Since meeting participants learned a lot more about the parks system and had more introduction to the Strategic Plan than the online survey respondents did, they may have been more likely to notice open spaces owned by the County that do not currently have public access. Adding new uses to parks, and creating new neighborhood parks were also important to a lot of respondents. Creating new large regional parks consistently ranked lower than other options, indicating a perception that there is currently sufficient acreage of large regional open space in public ownership in the county or at least that acquiring new large parks is not as high a priority as other things.

In regards to park programming (see Table 4) increasing interpretive programs ranked the highest overall, followed very closely by increasing kids' after-school programs. All possible answers were

ranked highly by some respondents, indicating that all of the options are important to some types of people.

Table 2: Highest Ranked Responses* to Question “What needs/deserves the most focus in our existing parks?”

	Public Meetings						Survey	Overall
	Ben Lomond	Watsonville	Davenport	Aptos	Live Oak	Mtgs Total	Online Survey	Overall Total
Integrate Art in Public Spaces								
Increase cleanliness							3	3
Increase Safety	1	1	2	1	3	1		
Increase number of programs and events		3		3	2	3		
Improve Management and conservation of natural resources	2		1	2	1	2	2	2
Improve general maintenance	3	2	3				1	1

*Numbers represent summary rankings where 1 is the highest, 2 is the second highest, and 3 is the third highest. Total columns represent a weighted average where meetings with more attendees were weighted proportionally more.

Table 3: Highest Ranked Responses* to Question “What’s needed to best serve county residents and visitors?”

	Public Meetings						Survey	Overall
	Ben Lomond	Watsonville	Davenport	Aptos	Live Oak	Mtgs Total	Online Survey	Overall Total
Create More Large Regional Parks								
Add New Uses and Improvements	2	1		2			2	2
Provide Access to County-Owned Open Spaces	3	2	2	1	3	1	3	3
Improve and Add Amenities to Beaches and Coastal Access Points	3		1			2		
Create and Improve trail connections between Parks	1			2	2		1	1
Create Additional Neighborhood Parks		3	3	2	1	3		

*Numbers represent summary rankings where 1 is the highest, 2 is the second highest, and 3 is the third highest. Total columns represent a weighted average where meetings with more attendees were weighted proportionally more.

Table 4: Highest Ranked Responses* to Question “What parks programming is most wanted/should be pursued?”

	Public Meetings						Survey	Overall
	Ben Lomond	Watsonville	Davenport	Aptos	Live Oak	Mtgs Total	Online Survey	Overall Total
Increase Kids' After-School Programs			2	3	1	1	2	2
Increase Summer Programs for Kids and Teens		3					3	3
Increase Interpretive Programs	2		3		2	2	1	1
Increase Recreation Programs and trips for Adults and Seniors	3	1		2		3		
Increase Classes		2		1				
Increase Aquatics Programs					3			
Increase Family-Focused Special Events	1		1					

*Numbers represent summary rankings where 1 is the highest, 2 is the second highest, and 3 is the third highest. Total columns represent a weighted average where meetings with more attendees were weighted proportionally more.

Overall, people care a lot about improving their parks and programs. While the highest-ranked choices vary by meeting versus survey, and by geographic area, the highest ranked choices are sometimes not significantly higher than other choices. All of the possible choices were highest priority to some respondents and attendees. The forced ranking exercise is useful for respondents to get a sense of a need to prioritize some things over other things, and to have to make choices since resources are finite. However, the final summary of the results shows that each of these general priorities is important to someone.

Staff Meetings Findings and Department Needs

Table 5 shows key themes have been identified by parks staff as being important for the Department’s ability to provide services that meet community needs.

Table 5: Key Department Needs

Theme	Key Needs
Departmental Organizational	<ul style="list-style-type: none"> • Development of a recent guiding planning document such as a strategic plan, and vision statement • More consistent County Parks branding and publicity for the distinct facilities and programs in the County Parks system • A comprehensive strategy for improved staff communication, including technological upgrades to staff communication systems, especially in remote locations
Park Development	<ul style="list-style-type: none"> • An updated inventory of existing park master plans, CEQA documents and permits approved for each park property, listing planned park improvements that have not yet been developed for each park • A revised list of County Parks projects in the County CIP to reflect current park projects and priorities • Filling the vacant supervising position to lead the Planning and Development Section in the Department, and to provide more capacity for managing additional capital projects
Park Operations and Maintenance	<ul style="list-style-type: none"> • Improved working space and equipment storage facilities, and communications infrastructure • Increased staff levels that match the acreage and facilities to be maintained in the existing extensive County Parks system to provide clean and safe parks • Enforcement of rules and regulations at County Parks, including the addition of park rangers • An updated list of deferred maintenance projects that are needed and will be needed in the next ten years
Recreation Programs and Cultural Services	<ul style="list-style-type: none"> • Administration of more programs in underserved areas • More extensive marketing and publicity of existing programs • More special events and programs that offer safe and fun activities for teens
Funding	<ul style="list-style-type: none"> • Increased levels of staffing to match the extensive parks system and programming • A sustainable source of funding that is dedicated specifically to County Parks that matches the needs of the Department and the County Parks system • Incremental increases to maintenance staff levels and deferred maintenance budget as parks and facilities are added to the County Parks system • Increased funding for projects identified in the CIP • Increased funding for identified deferred maintenance projects

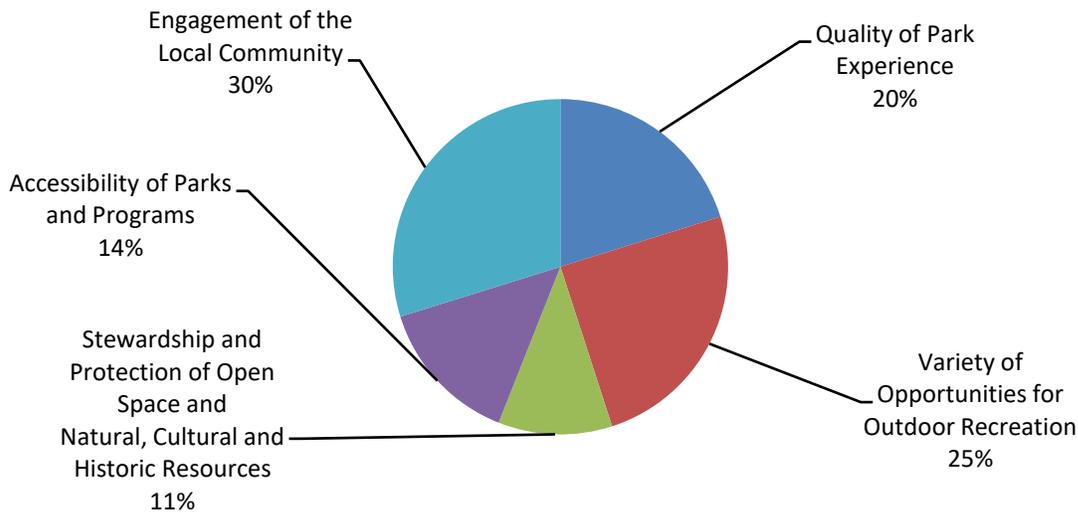
I. NEEDS SUMMARY

The outreach process identified valuable insight into community needs from the County Parks Department, including priorities and hopes for the future of parks in the county. Based on the findings described above, results are summarized in this section based on key themes and needs.

Key Themes

Five general themes emerged as being important to community members including 1) the quality of park experience; 2) opportunities for outdoor recreation; 3) stewardship and protection of open space and natural, cultural and historical resources; 4) accessibility of parks and programs; and 5) engagement of the local community. Generally, these themes are well represented by number of comments, as shown in Figure 4. However, the most common theme overall was engagement of the local community, including topics such as programs, outreach, volunteers, events and educational opportunities. Themes are explained below.

Figure 4: Percent of topics raised in comments during public meetings



Quality of Park Experience

A primary need expressed by the community is to provide for basic needs of park visitors in order to improve and maintain the quality of the existing park experience. These basic needs include things like improving safety for park users, improving the cleanliness and availability of restrooms, and maintaining aging parks infrastructure. Community members also consistently expressed a need for allocating additional and consistent levels of resources to the parks system to allow improvements and consistent levels of service in times of economic downturn.

Variety of Opportunities for Outdoor Recreation

The Parks Department serves the local community and the parks system needs to provide adequate and appropriate opportunities for outdoor recreation. Community members expressed a variety of desired activities and needed facilities within the parks system. These activity types range from active sports

facilities, to trails, to community centers, to natural open areas, to places to take dogs, to additional youth activities, to additional other specific new types of park uses. These types of opportunities are important to the community to provide for healthy lifestyles and improved quality of life.

Stewardship and Protection of Open Space and Natural, Cultural and Historic Resources

Santa Cruz County residents feel strongly about the importance of protecting the natural environment. Particularly, in the parks system, there is a need to preserve natural open space and to balance the development of recreational facilities with the protection of the environment. There also is a need to improve the management of natural areas and to restore and enhance natural habitats within the parks system.

Accessibility of Parks and Programs

People find accessibility of parks and programs to all people and geographic areas in the county to be a key need. Many comments related to increasing equity in park and program distribution and access. Another consistent topic is universal access to facilities for people with various types of disabilities and abilities. Improving connections between and to parks to make them more accessible to local neighborhoods is another key need.

Engagement of the Local Community

There is a need for locals to increase engagement with the Parks Department, the parks system and parks programs. The Department needs to increase outreach about offerings, and especially increase outreach to underrepresented communities. People would like to see more programs, events and volunteer opportunities in the parks to increase the use and connection of the parks system. Educational opportunities and particularly interpretive programs and facilities are needed throughout the parks system.

Key Needs

Overall, the most prominent themes, topics, and comments are summarized in Table 6. This summary is based on review of all the comments, findings and other outreach efforts.

Table 6: Key Community Needs Summary

Theme	Prominent Topics	Other Frequent Comments
<u>Quality of Park Experience</u>	<ul style="list-style-type: none"> • Safety of park users • Cleanliness of park restrooms and facilities • Local stewardship of parks • Updating and maintaining aging park infrastructure • Adequate and sustainable funding for parks system • Working with other park agencies to provide consistent facilities, hours and regulations 	<ul style="list-style-type: none"> • Keeping park facilities operational • Upgrading park facilities to accommodate increases in use • Enforcing park rules • Appropriate resources for maintenance and operations of existing facilities • Consistent park funds that are not significantly reduced in times of economic downturn such as the recession of 2008
<u>Variety of Opportunities for Outdoor Recreation</u>	<ul style="list-style-type: none"> • Providing a variety of types of community-serving park amenities • Adapting to provide opportunities for current and future trends in recreation • Opportunities for active and healthy lifestyles • Adding new uses and improvements to existing park properties • Opportunities for people to access open spaces and natural landscapes in the parks system • Partnering with other parks agencies to provide new facilities 	<ul style="list-style-type: none"> • Additional sports facilities such as soccer, baseball and softball fields, and basketball, tennis and pickleball courts • Additional pool facilities and programs in underserved areas • Additional trail connections for all types of trail users • Spaces to take dogs • Community centers for programs and events • Youth facilities such as bike jumps and pump tracks, skate parks, adventure courses and climbing walls • Joint use agreements with schools and other agencies to provide public access to park-like facilities during off hours
<u>Stewardship and Protection of Open Space and Natural, Cultural and Historic Resources</u>	<ul style="list-style-type: none"> • Balancing the development of recreational facilities with protection and enhancement of natural, cultural and historic resources • Functional habitat for native flora and fauna • Protecting sensitive biological communities • Protecting natural open spaces in parks 	<ul style="list-style-type: none"> • Connectivity between open spaces and natural areas to maximize benefits to wildlife • Conserving long-term viability of the variety of ecosystems within the county • Allowing natural biological processes to occur and biological systems to adapt to future conditions
<u>Accessibility of Parks and Programs</u>	<ul style="list-style-type: none"> • Equitable opportunities for access to parks and programs for all county residents and people with varying economic resources • Universal accessibility to built infrastructure for people of all abilities • Additional neighborhood parks within walking distance of people’s homes, especially in underserved areas • Increasing youth programs and bringing them to new locations 	<ul style="list-style-type: none"> • Safe pedestrian and bicycle routes to access parks • Public transportation to parks and programs • Signs and materials in both English and Spanish • Shuttle services or other forms of transportation to people who need it to access parks and programs
<u>Engagement of the Local Community</u>	<ul style="list-style-type: none"> • Outreach to all demographics, particularly underrepresented communities • Opportunities for parks volunteers • Additional programs and events • Partnering with community organizations and local cities • Educational opportunities 	<ul style="list-style-type: none"> • Relevant publicity of parks, programs and events • Coordination with school districts in publicizing parks and programs • Events for families with activities for multiple age groups • Interpretive programs • Working with neighbors and being respectful to local residents

Attachment 2: Draft Strategic Plan Vision & Values

DRAFT VISION STATEMENT:

A healthy and vibrant county where everyone is able to be active, explore, learn, play and connect, and where our diverse natural and cultural resources are celebrated and protected for generations to come.

DRAFT VALUES:

The following core set of values were identified through the strategic plan outreach to staff and the public. These values represent the core motivators that drive the work of the Parks Department. The values directly support the vision statement and have been used to identify and define goals and priority actions in the Strategic Plan. These values are broadly grouped into four categories: Well-Being, Stewardship, Responsibility, and Equity.

Well-Being: Creating a happier and healthier Santa Cruz County and improving quality of life

- **Community:** The Department serves to foster positive interaction between community members.
- **Health:** Our system of parks and programs provide opportunities for active recreation, creativity, fun, and retreat from everyday stress.
- **Safety:** Park users feel safe and facilities and programs are safe and enjoyable for all types of people.

Stewardship: Sustaining natural systems and conserving resources throughout the parks system for future generations

- **Partnership:** Staff, volunteers and park users work together and take pride in caring for parks, open spaces and facilities.
- **Protection:** Sensitive natural, cultural, historic and scenic resources are protected and enhanced.
- **Education:** The Department provides parks and programs with interpretive and educational opportunities for youth and adults to learn and connect with our rich and diverse natural, historical and cultural resources.
- **Renewal:** Residents and visitors have opportunities to renew themselves through connecting to the natural world.

Responsibility: Serving the community today, tomorrow, and into the future

- **Consistency:** The Department works as a team to provide a consistent high level of service to our community.
- **Sustainability:** The Department maintains adequate and sustainable funding and allocation of resources, proportional to the system of parks and programs.
- **Collaboration:** The Department works together with other agencies, organizations, businesses, volunteers, and staff to provide the highest possible level of service and to leverage new opportunities.
- **Resiliency:** Parks and programs are able to adapt to future conditions and to remain viable to future populations.

Equity: Serving diverse communities throughout the County

- **Inclusivity:** The Department's facilities and programs welcome residents and visitors throughout the County and support the well-being of all people.
- **Accessibility:** People of varying abilities, interests and needs are able to access parks and programs throughout the County.
- **Connectivity:** Individual parks and programs are linked together and fit into a greater network to enhance peoples' experience of the county as a whole.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JEFF GAFFNEY
DIRECTOR

August 7, 2017

Parks and Recreation Commission
County of Santa Cruz
979 17th Avenue
Santa Cruz CA 95062

SUBJECT: Felton Library and Discovery Park

Library and Discovery Park Background

With voter approval of Measure S for libraries, the County Public Works Department is leading preliminary design and permitting for the new library in Felton. The library will be located on Gushee Street in central Felton and will be operated by the Santa Cruz Public Libraries (SCPL) Joint Powers Authority. Plans for the site include an outdoor discovery park that will focus on promoting environmental literacy and provide areas for people of all ages to interact with and learn about the natural environment. The purpose of this report is to update the Commission on the progress of the project, and the involvement of the County Parks Department in partnering to create this outdoor discovery park at the Felton library site.

Public Works staff has worked with a design team to create a site plan and development permit application for the entire site including the discovery park area. This work is being done in coordination with staff from the Santa Cruz Public Library, the Felton Library Friends, San Lorenzo Valley Water District, County Parks, and other County departments.

A preliminary site plan including the library, outdoor discovery park and riparian restoration areas, as well as renderings of the library were shared at a community meeting held on May 9th at Highlands Park Senior Center. The presentation is included as an attachment to this report, including the site plan. The plans for the new library and outdoor discovery park were well received by the community.

The outdoor discovery park is proposed as an extension of the library learning environment. The concept has been successfully implemented at other libraries across the nation and would add a new learning dimension related to environmental literacy to the Santa Cruz County library system. The outdoor discovery park is envisioned as a series of spaces linked by an accessible walking path. Each space will be designed to highlight a theme focused on learning and interacting with the natural environment.

Riparian restoration areas are proposed on site and on the San Lorenzo Valley Water District (SLVWD) property to the west. The SLVWD Board of Directors has authorized staff to work with

the County and SCPL with the intent to expand the outdoor discovery park concept onto the SLVWD property.

Construction of the library building, patio, parking lot, pedestrian bridge, and riparian restoration work are proposed as Phase 1 of the project with funding from the Santa Cruz Libraries Facilities Financing Authority. Implementation of the outdoor discovery park is proposed as Phase 2. Implementation of Phase 2 will involve the County Parks Department and will require grant and other fund-raising efforts. Depending on the outcome of those efforts, Phase 2 could be implemented simultaneously with the library building. County Parks will be coordinating with the Felton Library Friends to prepare grant applications and for their fundraising efforts for the outdoor discovery park.

It is therefore recommended that your Commission:

1. Accept this status report on the Felton Library and Discovery Park.

Sincerely,

A handwritten signature in black ink, appearing to read "J Gaffney". The signature is fluid and cursive, with the first name "J" being a large, stylized letter.

Jeff Gaffney
Director of Parks, Open Space & Cultural Services

Attachments

1. Felton Branch Library Community Presentation from May 9, 2017

Felton Branch Library

Community Meeting

May 9, 2017



SANTA CRUZ
PUBLIC LIBRARIES



Meeting Agenda

- ❖ **PowerPoint Presentation**
- ❖ **Review Next Steps**
- ❖ **Questions and Comments**
- ❖ **How to Stay Involved**



Background

- **Felton Library Needs**
 - Belardi Memorial Building
 - Serving thousands of area residents
- **Santa Cruz Public Libraries**
 - Strategic Plan
- **Measure S**
 - \$10 million for new Felton Branch Library
- **New Felton Branch Library**
 - County acquired 2 acre site in 2015
 - 9600 sq ft branch & Outdoor Discovery Park



Timeline of Events

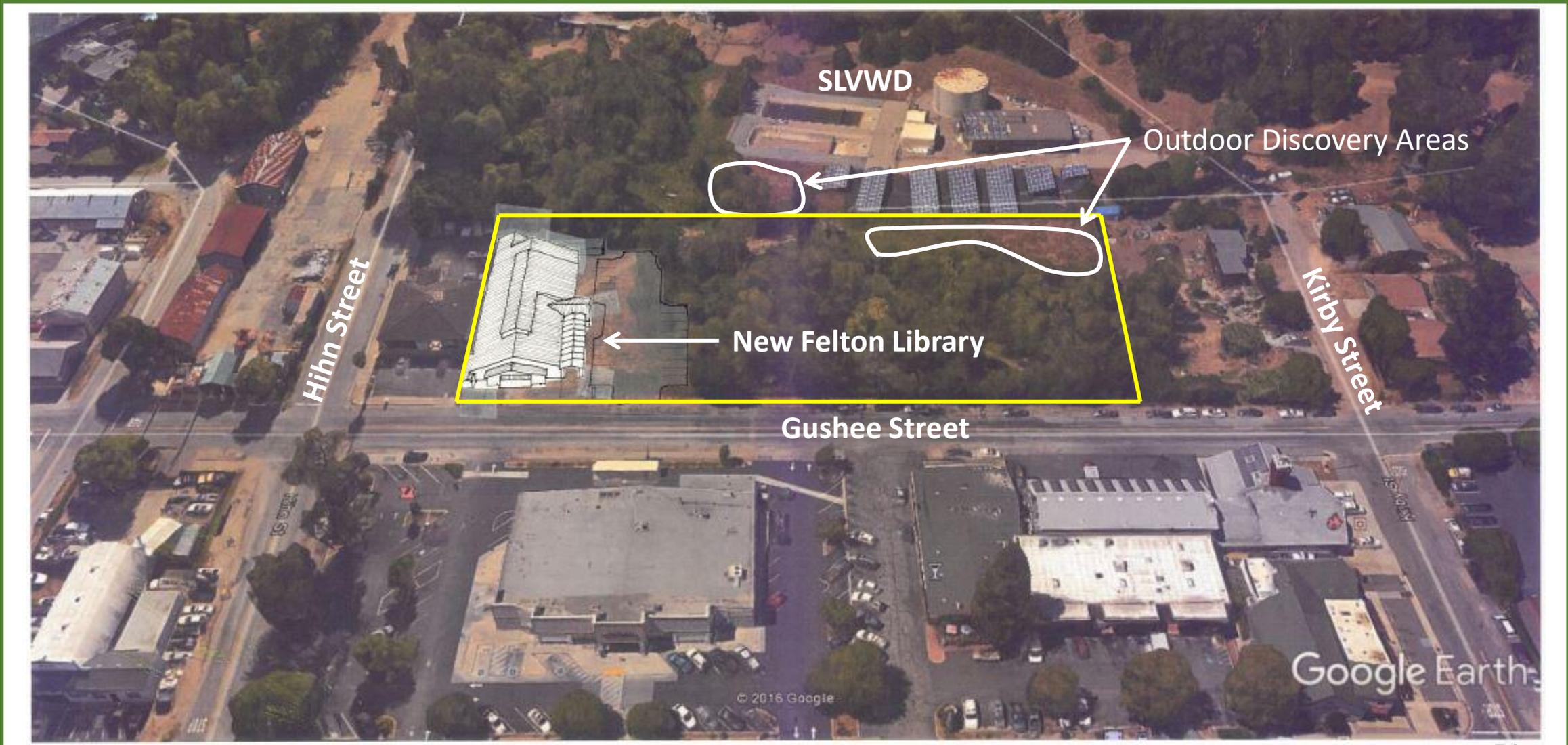
Year	Event
2002	Verutti family offered property adjacent to Post Office on Gushee Street in Felton
2005-07	Community meetings held to provide input on the new library building
2009	New library building designed by Architect Teall Messer
2014	Santa Cruz Libraries Facilities Financing Authority established for financing public library improvements in the Santa Cruz City/County Library System
2015	The Verutti family donates portion of 2.03 acre parcel and County purchases remainder
2016	County accepted easement from the San Lorenzo Valley Water District to access the property
2016	Voters Approve Measure S - \$67 million bond measure for libraries

Volunteer Efforts



**Felton Library Friends, AmeriCorps sponsored by Valley Women's Club,
California Conservation Corps, FLF Restoration Team**

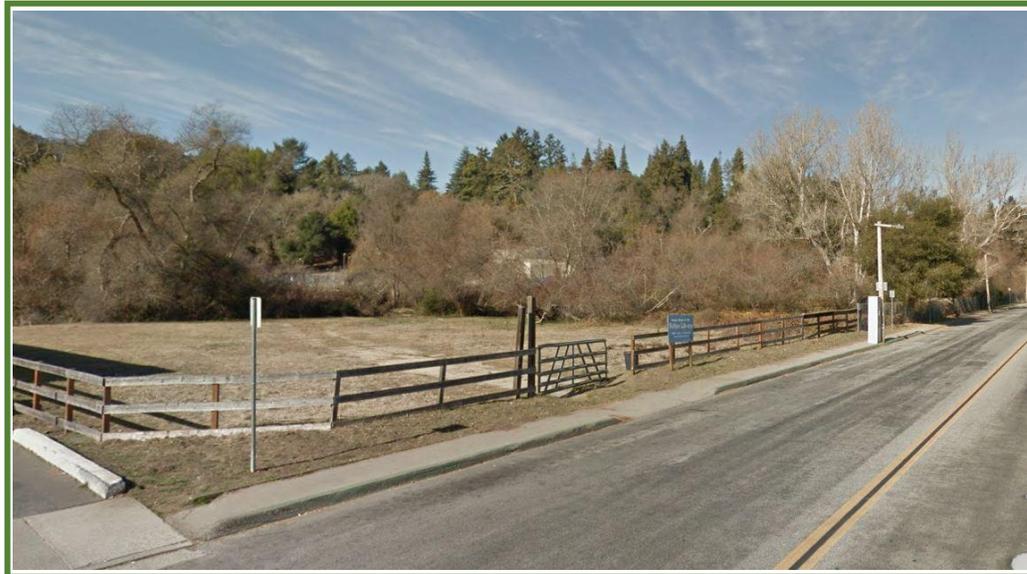
Site Context



Site Images



Bull Creek

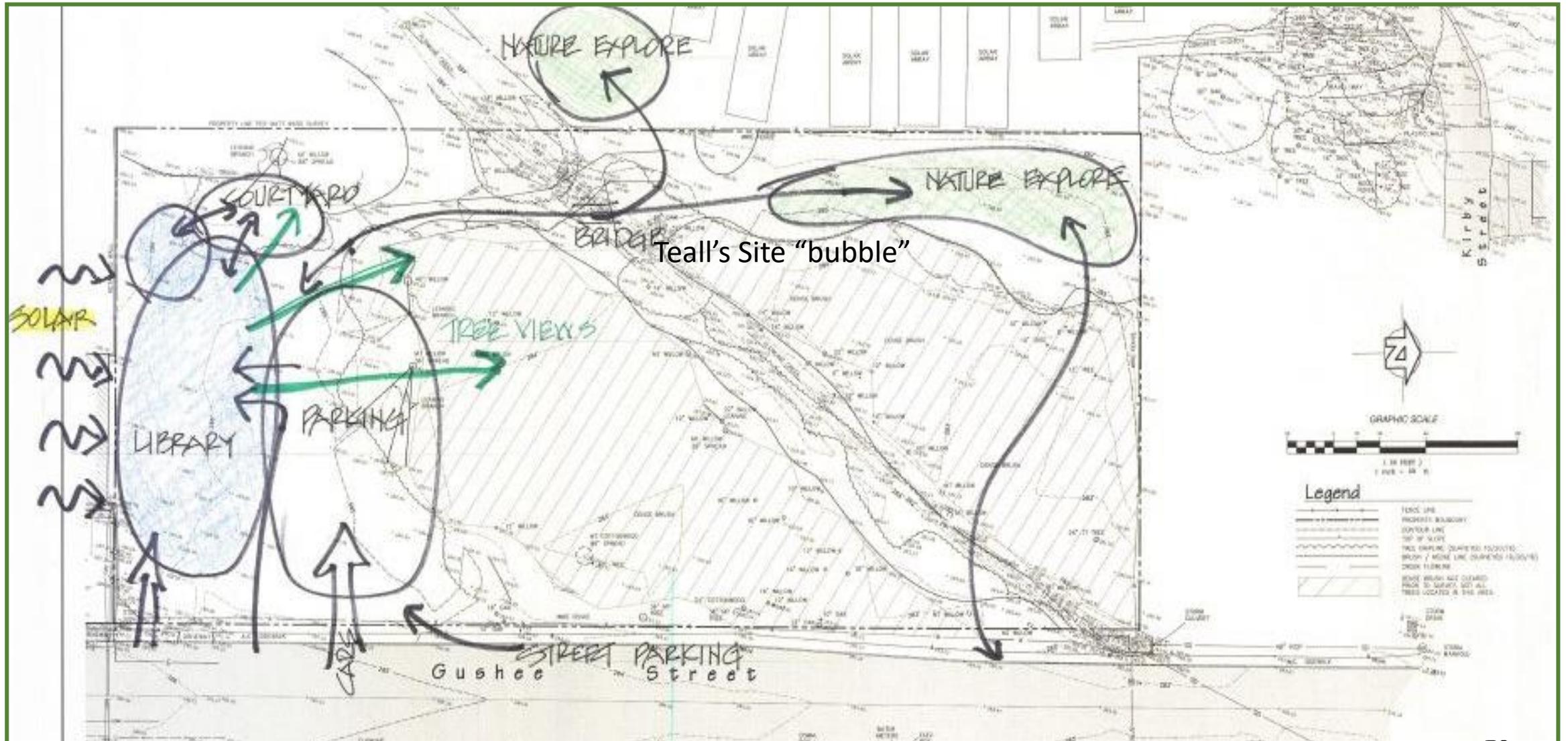


From Gushee Street



Gushee Street Frontage

Library Site



New Felton Branch Library

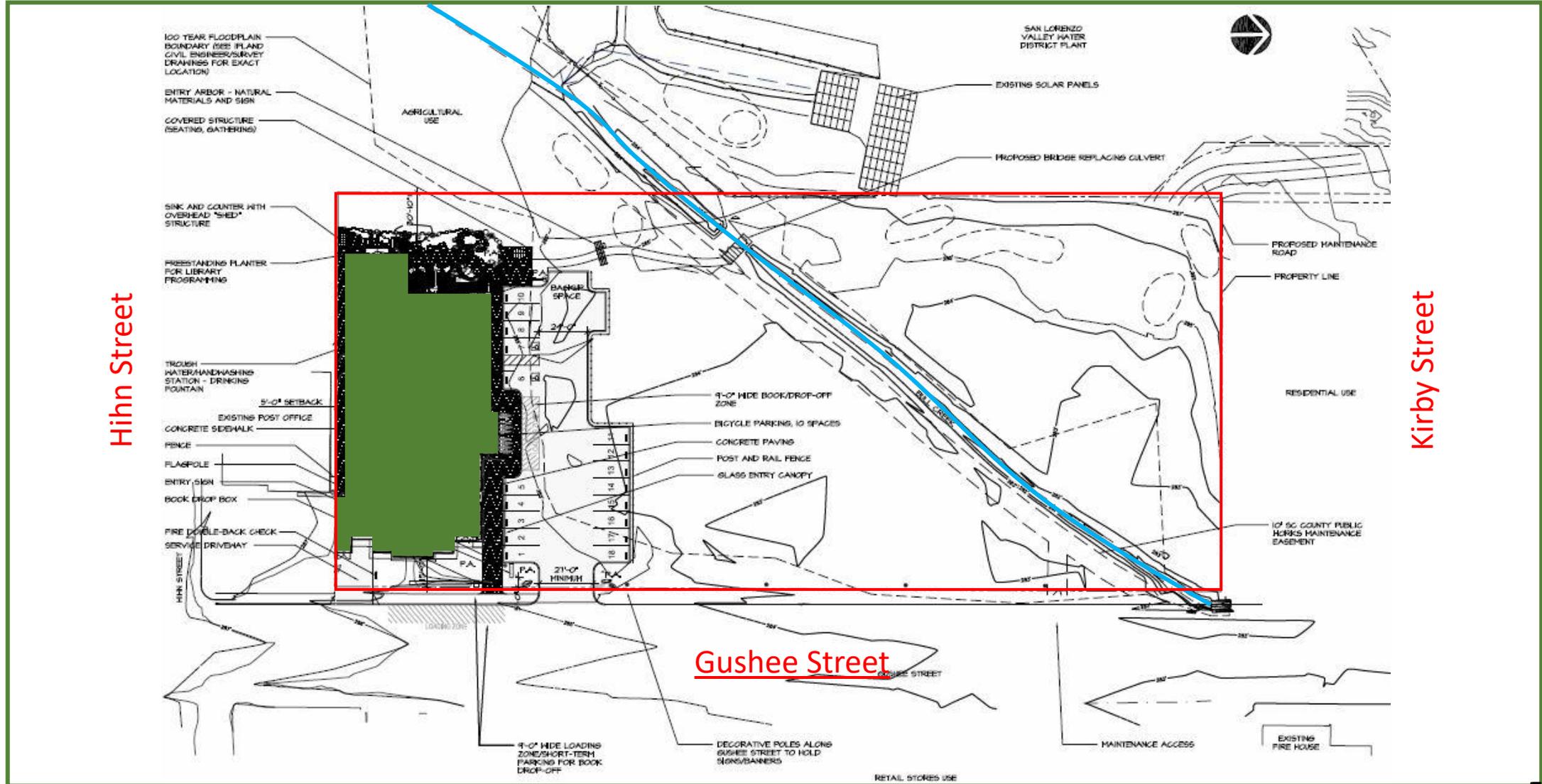
- 9650 square foot building
- Parking
- New and expanded programs
- Larger collection
- Technology
- Group Study Space
- Children's Area
- Teen Area
- Adult Reading
- Courtyard



Felton Library



Felton Library



Site Elements

- Library Courtyard
- Riparian Mitigation & Environmental Enhancement
- Outdoor Discovery Park – Nature Explore
- Bull Creek



Site Elements



SITE MATERIALS IMAGERY

FELTON LIBRARY

MAY 9, 2017



TEALL MESSER
ARCHITECT



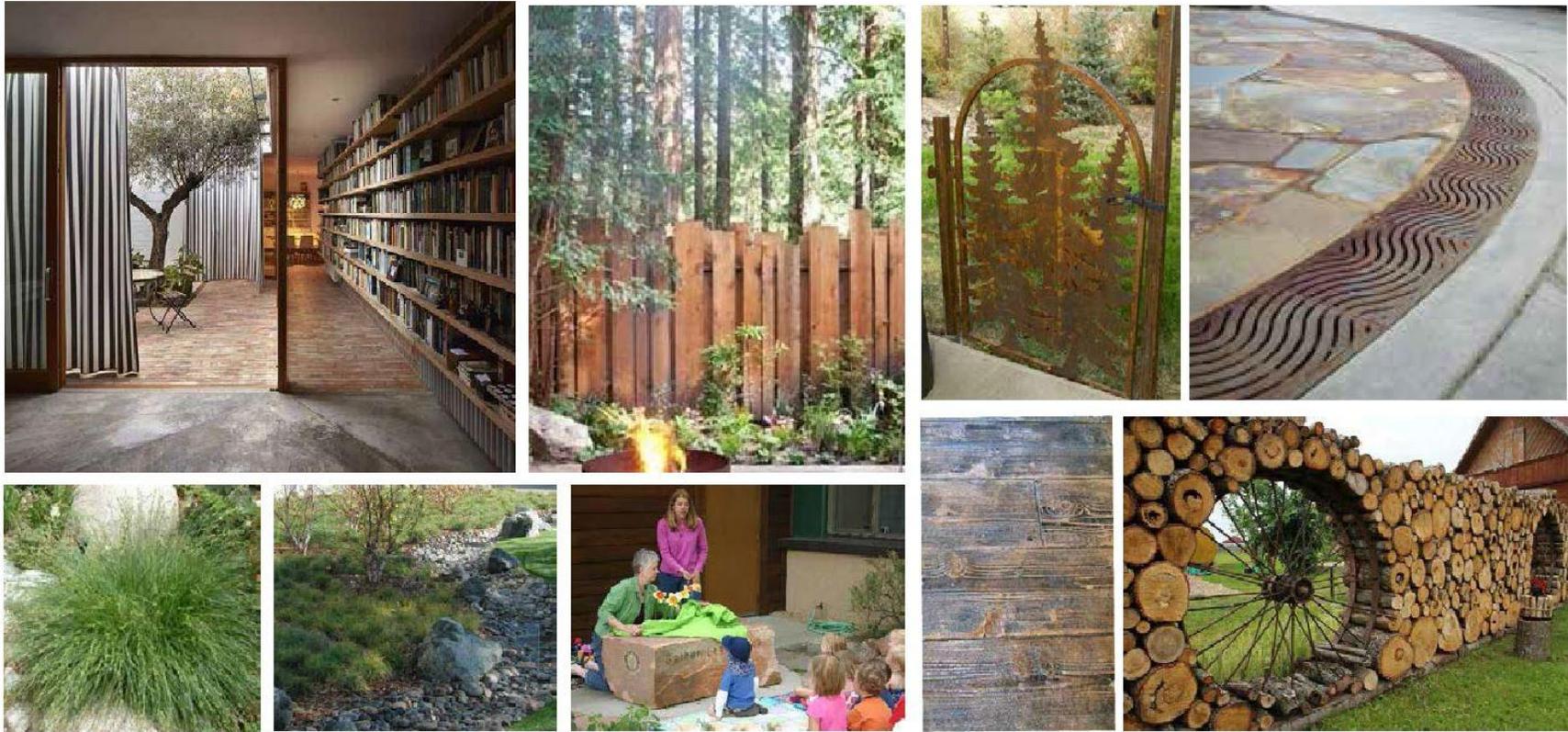
SANTA CRUZ
PUBLIC LIBRARIES

JONI L. JANECKI
& ASSOCIATES

Library Courtyard



Library Courtyard



COURTYARD LANDSCAPE IMAGES
FELTON LIBRARY
MAY 9, 2017

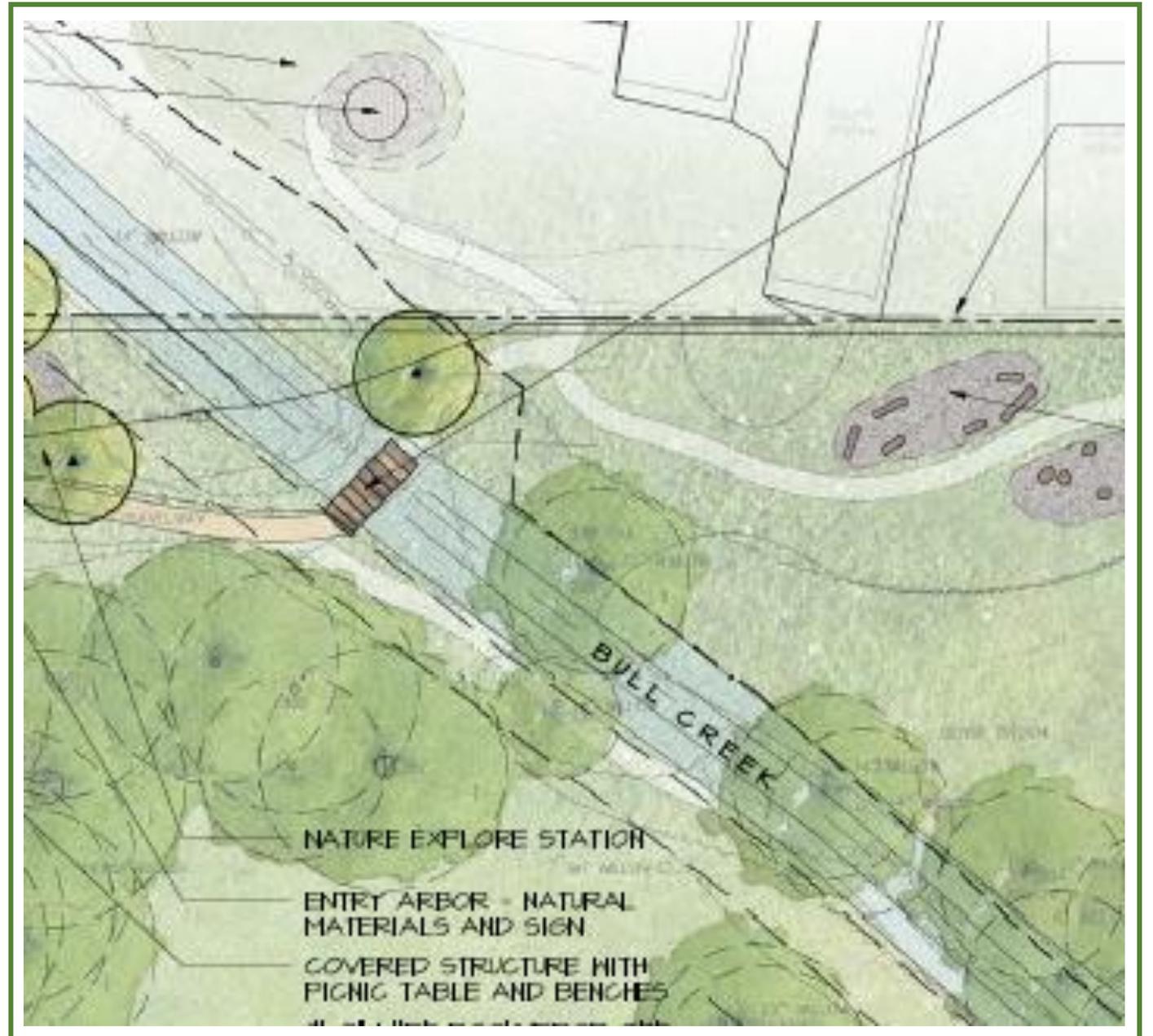


**SANTA CRUZ
PUBLIC LIBRARIES**



Outdoor Discovery Park

- Environmental Literacy
- For All Ages
- Informal Themed Stations for Self and Small Group Exploration
- Friends of Felton Library, County Parks & San Lorenzo Valley Water District



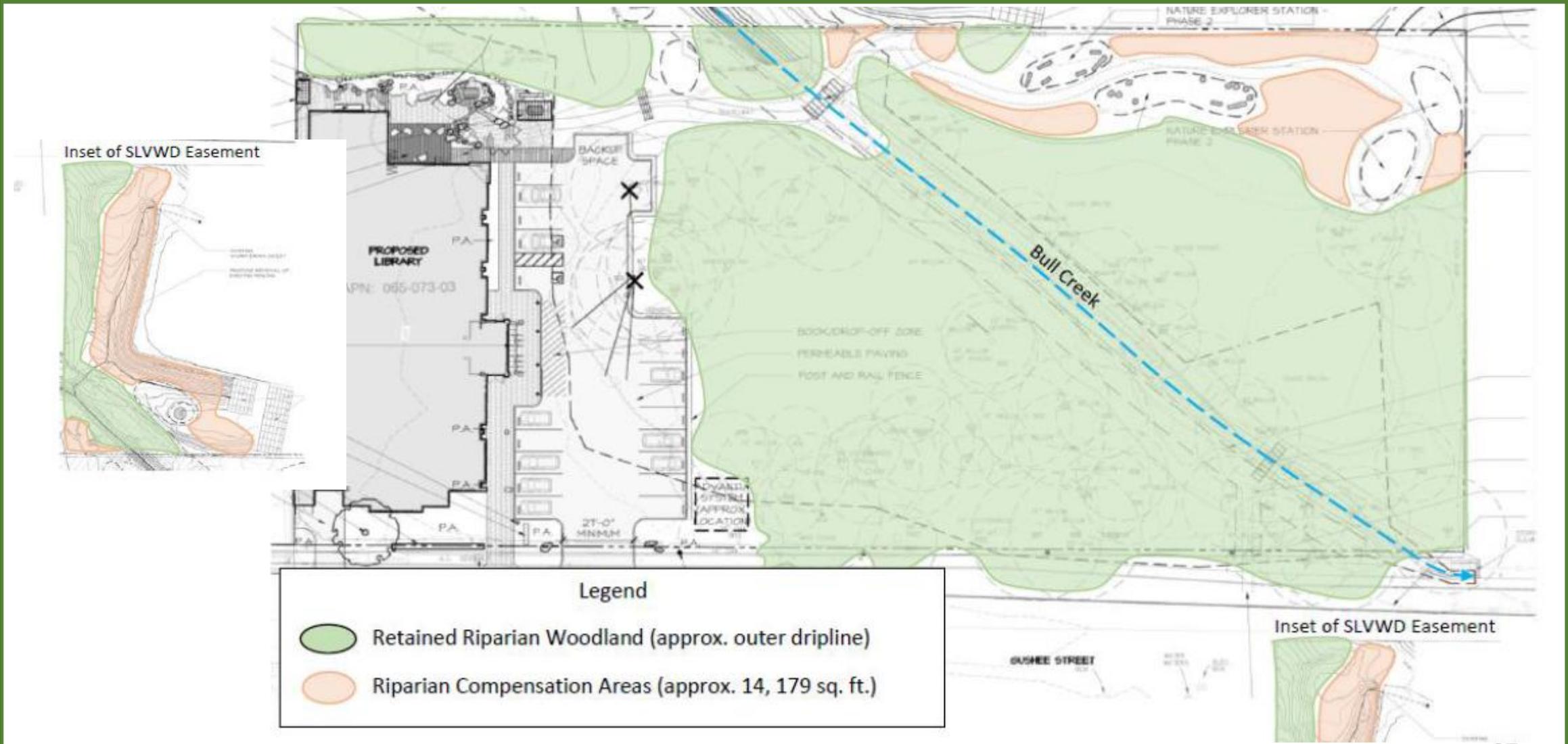
Outdoor Discovery Park



NATURE EXPLORE PHASE II
FELTON LIBRARY
MAY 9, 2017



Riparian Mitigation



Project Status & Partnerships

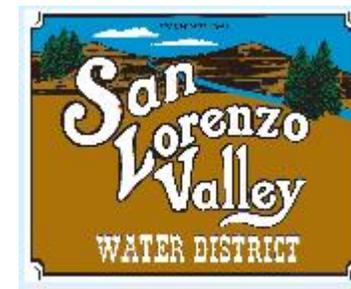
- Preliminary Design & Studies
- Development Permit Application
- Partnerships
 - ✓ Santa Cruz Public Libraries
 - ✓ Santa Cruz County
 - ✓ Felton Library Friends
 - ✓ San Lorenzo Valley Water District



SANTA CRUZ
PUBLIC LIBRARIES



Felton Library Friends
Libraries Build Community



Next Steps

- **Library Interior Design**
- **Late Summer Community Meeting**
- **Fall Planning Commission Hearing**
- **Other Permits and Approvals**
- **Outdoor Discovery Park Funding**
- **2018 Construction**

Timeframe	Task
Summer 2017	Library Interior Design
Late Summer 2017	Community Meeting to Review Interior Design
Fall 2017	Planning Commission Hearing
Fall 2017 - Winter 2018	Fish & Wildlife, Regional Water Quality Control Board, US Army Corps of Engineers Permits
Spring 2018	Advertise to Bid Construction Pending Permits
Spring 2018 - Summer 2019	Construction, Move-In, Library Opening



Questions and Comments



Stay Involved

- Festival May 20th
- FeltonLibraryFriends.org

Felton Library Friends
fantastic figures
FESTIVAL

Art Builds Community!

Art Activities
Fantastic Figure Auction
Pizza, Strawberries, Lemonade

Saturday, May 20th
Noon - 4 pm
on the Library Land
next to the Felton Post Office

Music by Patti Maxine, Ben Lonesome, Dave McClellan, and Little People's Repertory Theatre

On-Line Auction of Fantastic Figures
May 20 - June 16

Details at FeltonLibraryFriends.org

Felton Library Friends - chapter of Friends of the Santa Cruz Public Libraries

WRITTEN CORRESPONDENCE LISTING:

The Written Correspondence Listing is established to act as a report of materials received by the Commission as a whole, but may also include items requested for inclusion by individual Commissioners.

The Parks and Recreation Commission has received the following items of correspondence which require no official action by the Commission at this time:

1. Email from Rachel Zuercher, dated June 29, 2017 requesting more off-leash dog areas in the County