



AGENDA

Parks, Beaches and Recreation Commission City of Pacifica

WEDNESDAY, FEBRUARY 25, 2015
CITY COUNCIL CHAMBERS
2212 Beach Boulevard

7:00 PM REGULAR MEETING

- I PLEDGE OF ALLEGIANCE**
- II ROLL CALL**
- III APPROVAL OF MINUTES** Regular Meeting January 28, 2015
- IV ADOPTION OF AGENDA**
- V SPECIAL PRESENTATION** none
- VI ORAL COMMUNICATIONS**
This is the time set aside for the public to address the Commission on items not appearing on the agenda, public input will be considered for items at this time. Please state your name for the record when addressing the Commission. Statements will be limited to three (3) minutes.
- VII ITEMS FOR CONSENT**
- VIII ITEMS FOR CONSIDERATION**
 - A) Annual Report to City Council
 - B) Study Session Follow up – Discussion Topics, Scheduling and Process for 14/15
 - C) Liaison Assignments for 2015
- IX REPORTS FROM COMMISSIONERS**
- X REPORTS FROM STAFF**
 - A) Director Perez
- XI CORRESPONDENCE/ANNOUNCEMENTS**
- XII ADJOURNMENT**

Next Study Session:

Next Regular Meeting: March 25, 2015

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Minutes Parks, Beaches and Recreation Commission City of Pacifica

REGULAR MEETING – 7 PM

Wednesday, January 28, 2015
City Council Chambers
2212 Beach Blvd.
Pacifica, CA 94044

CALL TO ORDER:

Chair Abbott called the meeting to order at 7:00 PM.

I PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Commissioner Cochran.

II ROLL CALL:

Commissioners Present: Abbott, Cochran, Finnegan, Murphy
Commissioners Absent: None
Commissioners Excused: Sambrailo, Tabor, Urie
Staff Present: Director Michael Perez

III APPROVAL OF MINUTES:

Chair Abbott called for a motion to approve the minutes of the 10/29/14 meeting.
Motion was made by Chair pro-Tem Finnegan, seconded by Commissioner Murphy, motion carried 4-0.

IV ADOPTION OF THE AGENDA:

Chair Abbott called for a motion adopting the order of the agenda. **Commissioner Cochran made a motion to adopt the agenda, seconded by Chair pro-Tem Finnegan, motion carried 4-0.**

V SPECIAL PRESENTATIONS

Scott Leslie introduced Tamara Oskoui, the new PB&R Coordinator.
Tamara Oskoui gave the Commission an overview of her past experience in both public and private sectors. Ms. Oskoui also gave the commissioners an update of upcoming events in the recreation division.

VI ORAL COMMUNICATIONS

None

VII ITEMS for CONSENT

Chair Abbott called for a motion adopting the items for consent with the exception of items B & H. **Commissioner Murphy made a motion to accept the items for consent with the exclusion of items B & H, seconded by Chair pro-Tem Finnegan, motion carried 4-0.**

Chair Abbott asked for clarification of where the \$3,900 dollars for free rec swim comes from and how they are targeted. She also asked what the numbers included in the report is used for. Director Perez explained how staff has gone about soliciting donations, and thanked the businesses/agencies that have donated.

Chair Abbott also asked about the subsidy the City receives for the Senior Services programs. Director Perez stated that the County has changed the amount we are given. Funding recently came in that is considered one time only money even though we receive it almost every year.

Chair Abbott called for a motion to adopt items B & H. **Chair pro-Tem Finnegan made a motion to adopt items B & H from the items for consent, seconded by Commissioner Cochran, motion carried 4-0.**

VIII ITEMS FOR CONSIDERATION:

Chair Abbott noted that due to so many commissioners out sick it might be better to postpone the listed items for consideration until the next meeting. Commissioner Cochran asked, relating to the liaison assignment for the YAB, if there was a reason why the YAB meets during the dinner hour. Director Perez and Recreation Coordinator Oskoui explained the reason for the time of the meeting and that the schedule was set by the YAB. Director Perez also stated that the YAB liaison is not expected to attend all the YAB meetings. **Commissioner Murphy made a motion to move the items for consideration to the next Commission meeting in Feb., seconded by Commissioner Cochran, motion carried 4-0.**

IX REPORTS FROM COMMISSIONERS:

Commissioner Finnegan – Reported that the 2nd beach clean-up station has arrived from All One Ocean. Once we have an install date All One Ocean would love to come down and take a picture for their newsletter. Recently, 100 people came out from TransAmerica to help clean up, and they collected 4,290 cigarette butts.

Commissioner Murphy – Nothing to report

Commissioner Cochran – Reminded the Commission that Earth Day is April 18th and the Earth Day Fundraiser Movie Night will be on March 1st.

Chair Abbott – Reported that she working on a time to meet with Councilmember Mike O'Neil as part of her liaison assignment.

X REPORTS FROM STAFF:

Director Perez gave an update regarding the recent fire between Fassler and Rockaway that occurred on January 26th. Senior Services Supervisor Jim Lange was called in by the Fire Department to open up the Community Center as an evacuation center at 5am. Supervisor Lange did a fantastic job – opened the center, provided refreshments and worked with the County Office of Emergency Services to manage the center that included about 70-75 people.

Announced the retirement of Peggy Ussery who will be leaving after 37 years of service with the City. Her last day will be March 20th. There will be a retirement party in May – details to follow.

Announced the start of the Poetry Corner in the Tribune, which is a project of Poet

Laureate Dorsetta Hale

Reminded Commissioners that the PB&R Commission's annual report to Council is coming up in April.

Plovers at the beach – as many as 22 at one point were sighted in Dec. Permanent fencing funding from US Fish and Wildlife is approximately 22,000. Bids have come back very high; staff are looking into getting the project costs lowered.

Commissioner Murphy asked how many more copies of the Play were being mailed out versus what was in the paper. Director Perez responded that the numbers are up from approximately 8,000 to 16,000.

Chair Abbott made the observation that the PB&R Dept. doesn't seem to have a problem filling the vacant positions.

Director Perez passed out fliers for the upcoming events.

XI CORRESPONDENCE/ANNOUNCEMENTS:

None

NEXT STUDY SESSION:

NEXT MEETING:

Regular Meeting – 2/25/15

XII ADJOURNMENT:

Chair Murphy asked for a motion to adjourn the meeting. **Commissioner Murphy made the motion to adjourn, seconded by Commissioner Cochran. The motion passed 4-0** and the meeting adjourned at 8:15 PM.

Respectfully submitted,
Beth Phipps
Recreation Specialist

Parks, Beaches & Recreation Commission
Cindy Abbott, Chair

Staff Report



PARKS, BEACHES AND RECREATION COMMISSION
AGENDA SUMMARY REPORT
February 25, 2015
Item A

SUBJECT:

Annual Reporting

BACKGROUND:

As part of the "resolution providing for appointments, terms, reporting and reorganization requirements for commission and committees," annual reports from committees and commissions are now required. The annual report from the Parks, Beaches and Recreation Commission is scheduled to be submitted to City Council at the April 13, 2015. As described in the report on committees and commissions, this report should be a summary of the Commission's work for the year.

Last year, Commissioners discussed the annual report during regular meetings in February and March of 2014. Staff provided documents chronicling Commission work during the 2013 calendar year as well as a draft report. Commission members made suggestions regarding the content and format of the report and nominated then Chair Murphy and Chair Pro-Tem Abbott to work with staff as a sub-committee to complete the document and prepare the presentation material. A final version of the report was considered and approved by the Commission in April of 2014.

On May 12, 2014, the sub-committee along with Commissioner Finnegan presented the report which was accompanied by a power point presentation.

DISCUSSION:

Staff suggests that after discussion of the annual report tonight, that the Commission nominates two to three members to serve on a sub-committee that will Tonight staff has an attached a list of PB&R agenda items since January 2014 as well as documents from last year's report.

Attached is a list of the PB&R agenda items since July.

ATTACHEMENTS

PB&R Commission 2014 Summary – Brief

COMMISSION ACTION REQUESTED

Discussion of annual reporting and nominations for a sub-committee to work on the report and presentation.

PB&R Commission 2014 Meeting Summary - Brief

<u>Date</u>	<u>Motion</u>	<u>Vote</u>
1/22/14	Special Presentation – Child Care Services Quarterly Reports were adopted	
2/19/15	Discussion of Annual Report to Council	
3/26/14	Annual Report to Council – sub-committee was formed to work on the report and a presentation for the Council. Commission liaison assignments were approved.	
4/30/14	Quarterly Reports were adopted. Special Presentation – Senior Services Annual Report – discussion of final draft and presentation	
6/11/15	Beach Parking Program – Crespi Lot Discussion Upcoming Agenda Items and Study Session Dates -	
8/27/14	Election of Chair and Chair pro-Tem Special Presentation – Summer Programs Quarterly Reports were approved Pacifica State Beach Parking Update	
9/24/14	Budget presentation by City Manager	
10/29/14	Youth Advisory Board and Commission meet and greet Youth Advisory Board presentation Special Presentation – Anthony Schriver, new Rec. Coordinator Discussion topics, scheduling, and process for 2014-2015 year	

Study Sessions

5/21/14	Beach Parking
11/12/14	Discussion Topics, scheduling, and process for 2014-2015

Staff Report



PARKS, BEACHES AND RECREATION COMMISSION
AGENDA SUMMARY REPORT
February 25, 2015
Item B

BACKGROUND/DISCUSSION

On November 12, 2014, Commissioners met for a study session discussed scheduling, process and discussion topics for the upcoming year. Below is a list of topics discussed and information on them as applicable.

Liaison Assignments

It was noted that there was no Commissioner assignment for either the YAB or Economic Development Committee. In addition, Commissioner Murphy volunteered to be liaison to newly elected City Councilmember Keener. Staff has provided a liaison assignment sheet for Commissioners to discuss and vote on for tonight's meeting.

Beach

The operating agreement that the City has with the State of California for Pacifica State Beach was discussed. Currently, the Director is in discussions with State Parks staff regarding the agreement which is set to expire within a year. In addition, Commissioners inquired about the other Pacifica Beaches and their ownership. Director has been in contact with Planning Department staff for additional information to provide Commissioners, and it is hoped it will be available for tonight's meeting. There is also information available in the General Plan Update.

Potential topics, questions and issues for the future

- Maintenance info - who maintains areas, clean up, pot holes, trash
- Surf camps – which are allowed
- Fireworks – what and where
- Animals – p/u of dead ones
- Check general plan, existing conditions
- Beach in general - relating to what you can do where
- Paid Parking – would like to bring up with Council at a PBR/Council study session
- Public Works – schedule another meeting – check in on beach and other operations
- Off leash dog areas – other possible locations, off leash hours
- Beach

COMMISSION ACTION REQUESTED

Discussion and recommendation to staff as needed.

**PARKS, BEACHES AND RECREATION DEPARTMENT
2014-2015 COMMISSION LIAISON ASSIGNMENTS**

COMMITTEE	MEETINGS	LIAISON
Open Space and Parkland Advisory Committee	3 rd Wednesday, 6:00 pm PB & R Conference Room	Commissioner Murphy
Beautification Committee	1 st Wednesday, 6:30 pm PB&R Conference Room	Commissioner Abbott
Childcare Services	As needed for issues/events, Scott Leslie	Commissioner Murphy
Aquatics Liaison	As needed for pool issues/events	Commissioner Urie
Pacifica Junior Olympics	As needed	
Senior Services Liaison	As needed (Senior Advisory Council meets 3 rd Monday, 10:15pm if you can make it)	Commissioner Tabor
4 th of July Celebration	July 4 th planning meetings, July 4	All Commissioners
Fog Fest and Family Fun Fest	As needed	Commissioner Abbott
Youth Advisory Board	2 nd & 4 th Wed Schedules permitting Community Center 6:00-7:00 pm	
City Council	Ervin	Commissioner Finnegan
	Alternate:	Commissioner Murphy
	Digre	Commissioner Tabor
	Alternate:	Commissioner Sambrailo
	Nihart	Commissioner Urie
	Alternate:	Commissioner Murphy
	Keener	Commissioner Murphy
	Alternate:	
	O'Neill	Commissioner Abbott
	Alternate:	Commissioner Murphy
Chamber of Commerce	www.pacificachamber.com (650) 355-4122	Commissioner Cochran
Beach Coalition Committee	Lynn Adams lynn4promos@aol.com or 355-1668	Commissioner Finnegan
Earth Day Committee	As needed	Commissioner Cochran
Dog Park liaison	As needed, Mike Perez	Commissioner Urie Commissioner Sambrailo
Economic Development Committee	2 nd Tuesday, 6pm at PD EOC	
Skate Park/Bike Park Committee	Not active at this time	