



## **AGENDA**

### **Parks, Beaches, and Recreation Commission**

### **City of Pacifica**

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#### **Regular Meeting – 7 PM**

Wednesday, August 23, 2023  
2122 Beach Blvd. Pacifica, CA 94044

#### **CALL TO ORDER**

#### **7:00 PM REGULAR MEETING**

#### **I. PLEDGE OF ALLEGIANCE**

#### **II. ROLL CALL**

#### **III. APPROVAL OF MINUTES:** 06/24/2023 Meeting Minutes

#### **IV. ADOPTION OF AGENDA**

#### **V. INTRODUCTION OF NEW COMMISSIONER**

A. Mark Torres

#### **VI. SPECIAL PRESENTATION**

A. Aquatics and Recreation Division- Recreation Supervisor Anthony Schriver and Recreation Coordinator Lexi Macario

#### **VII. ORAL COMMUNICATION**

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.

#### **VIII. ITEMS FOR CONSENT**

- A. Administrative Narrative
- B. Aquatics Update
- C. Child Care Update
- D. Recreation, Youth and Teen Programs Update
- E. Senior and Food Services Update

#### **IX. ITEMS FOR CONSIDERATION**

A. Priority Parks

#### **X. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS**

#### **XI. REPORTS FROM STAFF**

Director Bob Palacio

#### **XII. ADJOURNMENT**

**Next Regular Meeting:** Regular meeting – September 27, 2023, at 7:00pm

**The City of Pacifica will provide special assistance for disabled citizens upon at least 24-hour advance notice to the City Manager's office (738-7301). If you need sign language assistance or written material printed in a larger font or taped, advance notice is necessary. All meeting rooms are accessible to the disabled.**



**Minutes  
Parks, Beaches, and Recreation Commission  
City of Pacifica**

**REGULAR MEETING – 7 PM**

Wednesday, June 28, 2023  
2212 Beach Blvd. Pacifica, CA 94044

**CALL TO ORDER:**

**Chair Abbott:** called the meeting to order at 7:02 pm.

**I PLEDGE OF ALLEGIANCE:**

**Commissioner Nicolari:** led the Pledge of Allegiance

**II ROLL CALL:**

**Commissioners Present:** Chair Abbott, Commissioners: Benton Shoemaker, Heywood, Nicolari, and Phillips.

Commissioner Excused Absent: Commissioner Rodriguez

**Staff Present:** Director Bob Palacio, Public Works Director Lisa Petersen, Senior Planner Brianne Harkousha Recreation Supervisor Anthony Schriver, Recreation Specialist Rebecca Collier, NCE Landscape Architect Matthew Gaber and Arborist Lexi Tucker.

**III APPROVAL OF MINUTES:**

**Chair Abbott** called for a motion to approve the minutes. **A motion was made by Commissioner Phillips, seconded by Commissioner Heywood, motion carried 5-0**

**IV ADOPTION OF THE AGENDA:**

**Chair Abbott** called for vote to approve the agenda of the June 28, 2023 meeting.  
**Approval carried 5-0**

**V ORAL COMMUNICATION:**

Ted Bisson requested information on a comment from Commissioner Benton-Shoemaker during the May 24, 2023, meeting about a large fine for a violation of a Tree Ordinance from another local community.

**VI PUBLIC HEARING:**

A. Re-opened Tree Appeal #HT-015-23 -1165 Rosita Road

Appeal filed by: John Beckmeyer -1163 Palou Drive

**Chair Abbott:** Asked, Commissioner Heywood if he reviewed all the information regarding Tree Appeal #HT-015-23 and May 24, 2023, meeting minutes and prepared to move forward on the topic or to be excused from the vote.

**Commissioner Heywood:** Responded, he reviewed the materials and was prepared to proceed.

**Senior Planner Brianne Harkousha:** Presented staff report to the Parks, Beaches, Recreation (PB&R) Commission on continued hearing to an appeal of Director of Public

Work's approval of Tree Removal Permit (HT-015-023) for the removal of one Monterey cypress tree on private property at 1165 Rosita Road. She introduced NCE Landscape Architect Matthew Gaber and Certified Arborist Lexi Tucker for a presentation on background information on the subject Monterey Cypress tree.

**Certified Arborist Tucker:** She thanked the PB&R Commission and gave background information about the subject tree as related to the characteristics and history of the species tree in the local area. Most common failures of Monterey cypress trees are branch, trunk, and root. In her experience, branch failure is most common, a factor that contributes to failure are high winds. She gave a review of her assessment of the subject Monterey cypress tree at 1165 Rosita. Before her assessment and she viewed similar age Monterey cypress trees in the area and observed several types of failure. She performed a visual examination on the Monterey cypress under appeal and determine the canopy is heavy and asymmetrical, viewed past branch failures and evidence of decay. The trees shape and growth pattern were due to competition with the Redwood Tree that had been removed.

**Senior Planner Harkousha:** At the previous May 2023 PB&R Commission meeting, Commissioners asked Staff for more information on the following:

- Provide an assessment of the root damage of the tree proposed for removal: Tree Condition assessment prepared by Donald W. Cox ISA Certified Master Arborist on May 30, 2023, confirmed structural roots were damaged and removal is recommended to avoid structural failure. The City Consulting Arborist reviewed and agreed with the findings in the report.
- What protection requirements were applicable to the building permit issued for the residences and retaining wall under construction: Ordinance No.88-C. S. took effect on October 12, 2022. Prior Heritage Tree Ordinance was ordinance that was in place during building permits processed before October 12, 2022. Prior Heritage Tree Ordinance was repealed and not subject of the present decision before the PB&R Commission.

Recommendation of Staff, move that the Parks, Beaches, and Recreation Commission finds the project is exempt from the California Environmental Quality Act; Denies the appeal and upholds the Director of Public Works' approval of the Tree Removal Permit by adopting the resolution as Attachment A to the staff report including conditions of approval in Exhibit A of the resolution and incorporates all maps and testimony into the record by reference.

**Commissioner Benton-Shoemaker:** Asked, Arborist Tucker to clarify the root damage from previous reports and was not mentioned in her report.

**Arborist Tucker:** Replied, while on site she observed root damage, but it was impossible to determine if the cause of the root damage was from the Redwood tree in front of the Monterey Cypress tree. The Redwood tree had been removed and the buttress roots from the Redwood tree were evident there was damage but could not determine how much of the root damage belonged to the Monterey Cypress tree roots.

**Chair Abbott:** Thanked, Arborist Tucker for clarifying information. She asked staff for varication that both Applicant JanNice Hanlon and Appellant John Beckmeyer received notification of the meeting?

**Senior Planner Harkousha:** Replied, notices were sent out to both parties and adjacent neighbors.

### **Chair Abbott called for public comments on Tree Appeal #HT-015-23**

Chair Abbott made note of photos that were submitted by Ted Bisson on behalf of Applicant Hanlon.

**Ted Bisson:** Thanked the Commissioners and thoroughness of the staff reports he had no further comments.

**Chair Abbott:** Stated, she wanted to ensure that the Applicant Hanlon was aware of the conditions of approval for Tree Removal # HT-015-23 Exhibit A, included planting of two replacement trees and using a licensed Tree Removal specialist. Public Works Director Lisa Peterson could provide more information for applicant if she needed further clarification. She asked Applicant Hanlon about the timing on the planted of the required two replacement trees.

**Chair Abbott:** Gave instructions for Appellant Beckmeyer and Applicant Hanlon would each have ten minutes for comments.

**Applicant Hanlon:** Thanked the PB&R Commission for their time, she clarified the original retaining was built in the 1950's. Redwood and Pine trees had been removed and a new permitted retaining was built. She fully intends to replant two replacement trees, but the house is currently under construction and unsure what an acceptable timeframe would be for the replanting of the two replacement trees.

**Chair Abbott:** Asked, Public Works Director Petersen if one year would be an acceptable amount of time for follow-up to place on the permit? She understands construction delays may happen and timelines change.

**Director of Public Works Petersen:** Replied, yes one year would be acceptable. She added the Tree removal company used would need to be licensed and certified by the State of California and must have a current business license on file and with the City of Pacifica. Applicant Hanlon would need to send the requested license numbers to the Planning department for verification before the removal starts.

**Appellant Beckmeyer:** Apologized to for being tardy to the meeting and thanked the PB&R Commission. He remarked, Monterey Cypress appears to be a healthy full tree and had not heard anything from an arborist about re-balancing the tree for stabilization. At the last meeting there was doubt if Applicant Hanlon had damaged the root system with the installation of the retaining wall and home construction. To his knowledge there was no evidence of root system damage. If the root system was undamaged and the tree is healthy, the better course of action is to rebalance to reduce air drag to keep the tree stable.

**Chair Abbott:** Commented, staff provided new information at the request of the PB&R Commission which included two Arborist report, both stated significant root system damage. Information available for review by the public on the City website.

**Chair Abbott closed the public hearing and brought the item back to PB&R Commission. Chair Abbott called for motion on Tree Appeal #HT-015-23. Motion was made by Commissioner Heywood to deny the Appeal and uphold the approved removal of one Monterey Cypress tree at 1165 Rosita Road, seconded by Commissioner Phillips, motion carried 5-0**

## **VII ITEMS FOR CONSIDERATION:**

### **A. Priory Park – Skyridge**

**Director Palacio:** The selection of the four Priority Parks had the input from City staff, PB&R Commission, City Council, and members of the community. The concept plans for the project four parks are at sixty-five percent. Staff asked the consultant firm to add vegetation into the project. Chair Abbott asked to review the plans for Skyridge Park to ensure that PB&R Commission wanted to move forward with plans. There are residents that reside around Skyridge Park and are excited for completion of the park. The cost for each of the four parks is around \$250,000 there is significant work that would be done on each park. He asked Chair Abbott to elaborate more on reason to review Skyridge Park.

**Chair Abbott:** Commented, during last year's community feedback event, Skyridge Park did not have overwhelming support in the community. She asked the other Commissioner if before the next meeting to go out and spend some time at Skyridge Park location and think if it would be the best use of funds or maybe the project could be scaled back. She wanted to ensure the PB&R Commission was comfortable with project before it moves forward.

**Director Palacio:** Asked, Commissioners to review and bring back comments. He would reach out neighbors in the area for support or concerns about the project.

**Supervisor Schriver:** Commented, he was involved in the community outreach process last year. During pop-up events at the four parks, there was good community involvement and utilized social media to get the word out about the park's projects. There were about 25 responses from the survey regarding Skyridge Park.

**Chair Abbott:** Asked, staff to re-send PB&R commissioners the results from the surveys that was received last fall within the next week. She stated, maybe scale back the design and find balance not to overwhelm the neighborhood while saving funds.

**Commissioner Benton-Shoemaker:** Stated, she recalls the survey comments Skyridge Park was mainly used for walking pets and did not seem to be a lot of support. What would it mean if the funds from the Skyridge park were retained for other City Parks?

**Director Palacio:** Stated, contractor had starting to price out each of the park projects and would give staff a better real cost of each park. He wanted to ensure that each project is neighborhood appropriate.

## **VII REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS:**

Commissioners gave brief updates on their liaison assignments and community involvement.

## **IX REPORTS FROM STAFF**

**Director Palacio:** He gave updates on the following:

- **Life Ring Buoy Station:** Located at the pier was utilized to in early June to help save a life. Staff are working on the California Coastal Commission (CCC) permit for beach locations and hope to have more information at a future meeting. Later, staff wants to bring in the major donor of the equipment to give a proper thank you and let her share her story.
- **Surf Camp/School:** Staff are currently working on two requirements for CCC. First, Code of Conduct is under review by both the CCC and City. Second, outward facing calendar system to show when camps will out at Linda Mar beach and adding information to the web page. Staff are working on receiving up to date information on water quality at Linda Mar Beach.
- **Bike Park Committee:** Met with another early design and outreach company for concept designs which are important part of the funding process. Staff applied for a grant for \$1.55 million from California State Parks and Recreation.
- **Budget:** Passed City Council and PB&R was approved for additional funding for a Teen Center Program at the Community Center. Once the new Civic Center is complete and staff have moved out of the Community Center work on the program will begin.
- **July is Park and Recreation month:** Staff will be doing community outreach with some local youth by taking them to a skateparks in Fremont and Santa Clara.
- **Program updates:** Adventure Camp participation at max compacity, field trips (Great America, Academy of Arts and Science and more) are back. Invited Commissioners to the 4<sup>th</sup> of July Special event at Frontierland Park and Rocket Run.
- **Linda Mar Beach Water Quality:** Staff are working with Public Works Director

Peterson to see what government agencies are doing to address the issue.

- **Tree Appeal:** New Process and Policy for all parties and will be reviewed by Staff to address some of the issues and concerns in the process. Staff will share updates with Commission.
- City Staff walked the City Beachline with CCC Executive Director Kate Hucklebridge to show how funds are needed for improvements and protection. Staff also meet with sister city dignitaries from Catalonia on the removal of the statue at the Community Center and funding beautification work at the removal site.
- Thanked Lynn Adams of Pacific Beach Coalition her continuing work, her organization partnered with the Hunter Pence Foundation for a beach clean-up at Linda Mar Beach.

**X ADJOURNMENT:**

**Chair Abbott:** asked for motion to Adjourn. Motion was made by **Commissioner Phillips, seconded by Commissioner Heywood. Motion Carried 5-0**

**Next Regular Meeting:** August 23,2023

Respectfully submitted by,  
Rebecca Collier, Recreation Specialist  
Pacifica Parks, Beaches, and Recreation

X \_\_\_\_\_  
Pacifica Parks, Beaches & Commission  
Chair Cindy Abbott



# *Staff Report*

ITEM VIII A)

DATE: August 23, 2023  
TO: Members of the Parks, Beaches, and Recreation Commission  
FROM: Bob Palacio, Director  
SUBJECT: Administrative Narrative April 2023 – June 2023

## **Surf Camp/School Policy Advisory Task Force Recommendations**

The Pacifica Surf Camp/School Policy was heard and approved by the California Coastal Commission on May 11<sup>th</sup>. On May 31<sup>st</sup>, City of Pacifica staff met with the 5 current surf camp applicants to review the policy as well as give additional feedback on the new Code of Conduct which is a condition of approval. The Code of Conduct was submitted to Coastal Commission staff in June for additional feedback/approval. The next window for Surf Camp Applications will be Dec 1.

## **Life Ring Buoy Station Program**

The Life Ring Buoy Project continues to progress. 6 stations have been installed along the promenade which is owned and operated by the City of Pacifica. The additional 14 locations await Coastal Commission approval. Amazingly, the Life Buoy project has already paid dividends. A life ring from one of our 6 installed stations was used in a rescue of a person that had gone off the pier.

PB&R staff and Sea Valor made 2 separate presentations to City Council regarding the Life Buoy Project. The first being an explanation of the project, and the second being a recognition of some of the program's supporters and donors.

## **Priority Parks**

Staff has now received the 65% construction documents from NCE, Landscape Architects. PB&R Department and City Public Works Department have added some additional requests regarding irrigation coverage. In addition, staff has received the cost estimates for the related four projects, and they came back too high. We are currently reviewing the estimates with Public Works and will be bringing back any potential cost saving revisions to the commission in August.

## **Play Structure Improvements**

Improvements primarily consist of replacing the existing play structures with new updated equipment and are less comprehensive than the Priority Parks Projects.

Pacifica Co-Op Structure: Complete

Fairway Park: Play Equipment Purchased

Saltaire Park: The design was underwhelming, and we are currently requesting a new design from Miracle Play.

Oddstad Park: D: Play Equipment Purchased. Project will begin immediately following or prior to the Fairway Park based on equipment arrivals.

### **Staffing Updates**

New employees include:

James Mulvey: Recreation Specialist (Childcare and Recreation)

Lexi Macario: Recreation Coordinator (Recreation)

Food Services Coordinator: Keith Silver

Interviews for Vacant Recreation Manager Position begin July 19<sup>th</sup>. 25 Applicants for position.

### **Bike Park Update**

The Pacifica Bike Park Committee and Staff met with American Ramp Company and requested their organization provide a quote for services to create a concept design for the park. We are currently reviewing that quote for services. Also of note, a Recreation Trails Program Grant application was submitted to the State of California in the amount of \$1.55 Million for funding the entire project.

### **Trees**

Tree Appeal occurred on May 24<sup>th</sup> and was continued to June 28<sup>th</sup>. The appeal was denied. The important part of this process was that all involved became much more acquainted with the process, and the city is now aware of some potential internal process modifications that will likely be necessary to the new Tree Ordinance.

### **Track Meet**

The Pacifica Jr Olympics Track Meet was held on April 26<sup>th</sup>, May 3<sup>rd</sup>, and May 6<sup>th</sup>. All meets were held at Terra Nova High School. The meet was well attended and extremely successful. We look forward to hosting once again next year.

### **4<sup>th</sup> of July Event at Frontierland and the Rocket Run**

These events were 4 days out of the quarterly window; however, they were worthy of noting. The Rocket Run was once again attended by a wide array of Pacificans. The event had over 50 participants and feedback were extremely positive. The 4<sup>th</sup> of July Frontierland event was a huge success. The event included all the traditional 4<sup>th</sup> of July experiences including watermelon eating contests, sack races, face painting, hair painting, live music, food, Mr. Softee, the Rotary selling adult beverages, the American Legion raising the flag, and more. There were also some new experiences including a 100ft Giant Slide, carnival rides, and carnival games with prizes. Operationally the event was very well staffed and organized. The shuttle that ran all day from Oddstad to the park was also appreciated by the 1500-2000 people that attended the event.





## **Budget**

PB&R Staff worked diligently this quarter to prepare a department budget for fiscal year 23'-24'. The budget approval process also includes the update to the Master Fee schedule which now includes fees for Skatepark rentals, Bounce House program, and Surf Camp fees. The budget was passed by City Council at the June 26th Regular Meeting. Highlights included additional monies for special events and additional money for a new Teen Program at the Community Center.

## **Summer Camps**

8 Full weeks of summer camp (Adventure Camp) are underway and ongoing. All sessions are full, and feedback has been incredible. The location of Cabrillo School has worked out better than initially expected. In addition to all of the normal camp activities, field trips are now back, and kids have loved the trips to amusement parks, regional parks, and museums.

## **Seniors/ Aquatics/ Recreation/ Child Care**

These areas are covered in the individual division reports.



# Staff Report

Item VIII B)

DATE: August 23, 2023  
TO: Members of the Parks, Beaches, and Recreation Commission  
FROM: Anthony Schriver, Recreation Supervisor  
SUBJECT: Aquatics Division Update April – June 2023

## **Adult Lap Swim and Adult Water Aerobics**

Swimmers and water aerobics participants continue to heavily use our one and only indoor 10 lap lane, Jean E. Brink Pool. Parks Beaches and Recreation (PB&R) continue to offer throughout the year lap swimming hours 7 days a week and water aerobics classes 5 days a week. Our indoor pool is enticing for a comfy swim or water aerobics workout as the water temperature is between 81-83 degrees.

Summer started here at the pool and the PB&R department is thrilled to be back full swing with family recreation swim, swimming lessons for all ages, and wet and wild water camp. Starting June 19<sup>th</sup>, our summer schedule commenced and is as follows until August 6<sup>th</sup>.

### Adult Lap Swim Schedule:

Monday – Friday: 6am – 8:30am, 11am-1pm  
Wednesday: 7pm - 9pm\*  
Saturday: 8am – 1pm  
Sunday: 11am – 1pm  
\*5 Lanes available for Adult Lap Swim

### Family Recreation Swim:

Monday – Saturday 1pm-3pm\*\*  
Monday and Fridays 7pm-9pm\*\*  
\*\* 3 Lanes for Adult Lap Swim

### Water Aerobics Schedule:

Monday - Friday 11:15am - 12:15pm

Water enthusiasts of all ages are grateful and appreciative of our pool and the time that they're able to swim and recreate 7 days a week.





### **Recreation Swim**

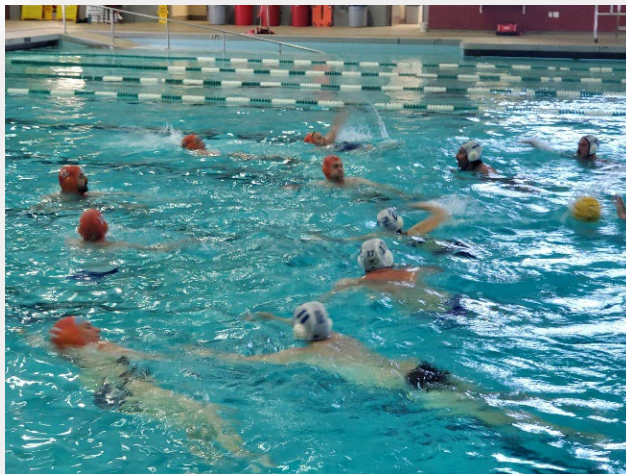
PB&R offers Family Recreation year around Monday, Friday evenings and Saturday afternoons, and during the summer months, June 19<sup>th</sup> – August 6<sup>th</sup>, 6 days a week M-Sa 1pm-3pm. Every session we have between 30-60 swimmers who come and join the family fun. Family recreation swim gives families an opportunity to come dive or jump off our 1-meter low diving board, and high 3- meter diving board, splash around, practice their swimming skills, and have some pool time fun. Jean E. Brink Pool is one of the only pools in the bay area to offer diving boards year around.



### **Adult Water Polo**

Adult FOG water polo continues to be well attended Sundays 9am-11am and Tuesdays 7:30pm-8:30pm. This program offers all levels water polo drills and scrimmages against one another. All skill levels and abilities are welcome to join our welcoming water polo atmosphere.

Youth water polo is held on Tuesday evenings 7:00pm-8:30pm. Participants from middle schools come and practice their skills, do drills, and scrimmage one another preparing themselves for High School water polo. Youth water polo has about an average of 15-20 participants. Special thank to volunteer coach Don Potter for leading these youth water polo sessions.



## Swimming Lessons and Wet & Wild Water Camp

The pool started having swimming lessons M-F in the morning five days a week, 30 minutes a class and Tuesday and Thursday evenings, 30-minute classes, with a total of eight classes in one session on June 19<sup>th</sup>. We are back to pre-pandemic program levels and adults & families alike are thrilled to have themselves and their children practicing and learning how to swim. Swimming lessons range from ages 6 months to adults. For our first summer sessions, we have 142 enrollees. These are great participation numbers as we haven't had full on swimming lessons since the pandemic. Swim lesson instructors and lifeguards have been doing a superb job by teaching participants a lifelong skill that could one day save their life.

Wet and Wild water camp is back this summer with three-week sessions, M-F 8:30am-4:30pm for full day campers, and 8:30am-12:30pm for half day campers. During this camp, participants partake in water games, swimming lessons, field games, water safety, sandcastle building contests, hikes, a beach clean up hosted by Pacifica Beach Coalition, Fire Fighter presentations by Pacifica Fire, Police K-9 presentations by Pacifica Police, and tons of fun on huge inflatables. Our first session was June 26<sup>th</sup> – June 30<sup>th</sup> where we had 40 full day campers, and 53 half day campers setting a record for most participants ever. Parents have been very pleased with camp as their children are learning and playing a lot. We look forward to holding two more weeks this summer on July 17<sup>th</sup> and July 30<sup>th</sup>.



### **Bike to Work Day - Bike to Wherever Days**

Bike to Work Day (BTWD) is a celebration of bicycling as a fun and healthy way to get to work, as well as an opportunity for those who don't usually commute on a bicycle to try it out. BTWD is also a time to advocate for improved bicycle infrastructure and safety. During the pandemic and going forward, far fewer people were biking to work, so this event evolved into Bike to Wherever Days to encourage riders to get out and pedal to do errands, meet friends outdoors, and for some to get to work safely and easily. Bike to Work Day celebration took place on Friday, May 18<sup>th</sup> 6:30am-9:00am at the corner of Reina Del Mar and Highway 1. 22 bicyclists stopped at our tables to engage with Recreation Coordinator, Lexi Macario and Recreation Supervisor, Anthony Schriver. It was a great opportunity for bicyclist to refuel with some fruit, granola bars, rehydrate with some water, and pick up their Musset Bicycle Bags that had 1 free weekend round trip Bart tickets, a bicycle tool, and information on commuting on a bicycle around the bay area.







# Staff Report



Item VIII C)

DATE: August 23, 2023

TO: Members of the Parks, Beaches, and Recreation Commission

FROM: Tracy Gilbert, Child Care Services Supervisor

SUBJECT: Child Care Division Update April-June 2023

## CHILD CARE UPDATE

The Child Care division currently has 63 preschool children enrolled and 321 school-age children enrolled, for a total of 384 enrolled children.

## PRESCHOOL GRADUATIONS

The City of Pacifica's Fairmont West, Fairmont Park, Ocean Shore and Sunset Ridge sites hosted preschool graduations at the end of June 2023. The graduations were well attended as families were eager to celebrate this milestone with their child. The children practiced a lot in preparation for their graduation ceremonies, so they could be sure to be singing loud enough on the big day for their families to enjoy!



## SF BUBBLE MAN

At the end of June, the sites had a visit from the SF Bubble Man. The show began with the SF Bubble Man entertaining the children with his spectacular bubble show. The adults enjoyed watching as the children excitedly chased the bubbles and tried to pop every last one. After 25-30 minutes of bubble popping fun, eight trays of solution and an assortment of giant colorful wands were set out so the children could make their own bubbles too. After supervising the children (and adults) in bubble making, the show ended with the SF Bubble Man making more bubbles. The show and bubble play were a lot of fun for all.







## IMAGINATION PLAYGROUND

In June, the children had the Imagination Playground visit their sites to play. Imagination Playground blocks are designed to encourage instant sharing and collaboration. The blocks are deliberately oversized, so students will be more likely to help each other with them. Imagination Playground combines the sensory, motor, and intellectual development benefits of block play in a flexible and adaptable format that encourages greater collaboration and physical activity. The social challenges and valuable lessons of cooperation and group activity are built right into the experience of playing with Imagination Playground blocks. The entire system is designed with parts that both satisfy and challenge students, providing opportunities for them to increase their frustration tolerance. Imagination Playground is a safe, structured, and productive way to give students what they want the most: a way to control and shape the big world around them.





### Conservation Ambassadors' Wild Things

Conservation Ambassadors' Wild Things was founded in 1987 for the purpose of housing and caring for displaced wildlife. Conservation Ambassadors' Wild Things provides a home for over 60 species of wildlife. Their hope is that through meeting these animals and hearing their stories, future generations will gain a greater appreciation for the natural world.

The Wild Things assembly visited the Child Care sites in June. Gabe Kerschner (see below) brings rescued wild animals that are unable to return to their natural habitats to meet the children. The animals have traveled with Gabe, their caretaker for several years. Gabe teaches the children about the animals he brings to visit and the importance of keeping animals in their natural habitats. The children enjoyed learning about the different animals that Gabe has in his care. Thanks again Gabe for terrific shows!







# Staff Report



Item VIII D) August 23, 2023

TO: Members of the Parks, Beaches, and Recreation Commission

FROM: Lexi Macario, Recreation Coordinator

SUBJECT: Recreation Division and Community Center Rentals Update  
April-June 2023

## Youth & Teens

### J-Teen After School

Vallemar's J-Teen After School program ended, on the last day of school June 9, 2023. The program had a total of 29 registrants throughout the year. Recreation Leaders Dylan Alexander-Hydie, Stephanie Beckler, Zack Conci, Vivian Tartaglio and Buddy Vaughan were the staff members that ran the After School program, engaging with students after school hours through homework help, games, and creating an overall safe space for middle school students to be themselves. Staff are looking forward to hosting next year's J-Teen program at Vallemar School in the Resource Room. Registration for the 23-24 school year opened on July 1<sup>st</sup>.

### Summer Adventure Camp

Adventure camp is in full swing, first day of camp was June 12<sup>th</sup> at Cabrillo Elementary School. Each session is full with 60-80 children attending. The camp is broken up into three groups, Pioneers (the youngest age group), Explorers (the middle age group), and Trailblazers (the oldest age group). Within these groups, everyday campers are led through multiple activities each day, ranging from high energy games out on the upper deck or upper field, low energy games played on the blacktop or in the classrooms, and various art projects. Recreation Leader staff are made up of a team of 21, and staff members worked hard the week before camp started, planning, and prepping for the summer to come. Adventure camp has already been on a few field trips, with the first one being California's Great America. Staff and campers were transported by bus to Great America for a day full of fun! Adventure camp has also visited Oceana Pool for a Rec Swim Day and venture out to Linda Mar beach a few times a week. Adventure Camp recently had their first Color Wars of the summer season with the Trailblazers and Explorers groups, which is an all-day competition of four different teams competing through different activities and games to win the



Color Wars Trophy. The Pioneers group had their first Pioneer Pursuit, which consists of the campers working together to solve a mystery staff had been prepping the kids throughout the week. Adventure Camp is looking forward to our upcoming field trips to The Academy of Science, Six Flags Discovery Kingdom, and the San Francisco Zoo.



### Youth Advisory Board

As the school year has come to an end, the Youth Advisory Board (YAB) are on a break until Fall 2023. In their last months of the school year, the YAB added one new Member, Alex Bray, and had to say goodbye to one member as he is moving away to college. The YAB helped at the Junior Olympics event at Terra Nova High school, by assisting in the recording the long jump and softball throw scores. They also participated in the Pacifica Pride Event at IBL Middle school, where they had their own booth with a pin making station, and a station to write letters to members of the Transgender community. We held the last few Board meetings at Council Chambers, where the Board got to practice talking into microphones, and sitting up on the dais. They hope to be able to attend Council meetings in the future and share some of their opinions on the community in Pacifica as well. Even though the Board's first meeting back is not until September 2023, they plan to come help at the Community Center for Giant Bingo on August 12<sup>th</sup>. It will be a great experience and opportunity for them to integrate with the different generations. The YAB is excited to continue serving their community and acting as the voice of the youth of Pacifica.





## Special Events

### Spring Egg Hunt

The Spring Egg Hunt was held on April 8<sup>th</sup>, 2023, at Frontierland Park. This Egg Hunt was one for the books, with around 800 attendees. This special event was different than the other Egg Hunt's we've had in the past, because not only did we do the egg hunt and pass out candy to the kids, but the event also included face painting, games, live DJ music, and rides! There were two different rides that were free to the public; one was a teacup spinning ride, and one was a helicopter ride. The games booths were staffed by the Recreation Leaders, and included games such as corn-hole, a ping pong ball toss and more. There also was a professional face painter come out and give the kids wonderful spring designs. The egg hunt itself was a huge success. There were four different age groups race for eggs in different areas of Frontierland Park. One kid in each age group was the lucky winner of the Golden Egg, and they were able to redeem their prize of a gift basket and gift card. Each kid went home with a basket full of candy, because for every Egg they found, they could turn it in for a piece of Candy. Staff also manned a table where children could do a jellybean guessing competition. The children guessed how many jellybeans were in the jar, and whoever was closest went home with a gift basket and a gift card. Also in attendance, Spring Egg Bunny take pictures with families in our decorated areas of Frontierland.



### Junior Olympics

After three long years, the annual Junior Olympics Event came back to Pacifica. This event was split into three different days at Terra Nova High School. The first Event was for kids ages 6-10 prelims, on April 26<sup>th</sup>. The event was one of the most efficient one ever because this year we hired Cal-timing company to video record their times. Staff used a website called Athletic Net where athletes times were posted immediately on their website after the race ended. The part-time Recreation Leaders and YAB volunteers helped as well by corralling all the athletes into their running groups, recording their softball throws and long jumps, and handing out medals during the award ceremony. The second event was on May 3<sup>rd</sup> for kids ages 11-13. This track meet was the prelims and the finals mixed, where they not only ran the 50 meter and 100 meters, but could also participate in the softball throw, long jump, 200-meter, 800 meter, and one mile. Last event was on May 6<sup>th</sup>, this was the all-day event for the kids ages 6-10. There was a spirit parade in the morning where each team got to show off their school spirit with marches and

chants. In total, there was 7 different schools participate in this event, and 683 children entered the races. On this day, all kids ran in their final events, and we had an award ceremony at the end.



### **Pacifica Community Center and Reservations**

Contract classes and facility rentals are continuing to grow in popularity. Since April, every month has had at least two weekends booked and sometimes more. Most spaces are booked for contract classes every weekday evening, and registrations remain on the rise. We have reservations for birthday parties, memorial services, family gatherings, and other events being made regularly not only at the Community Center, but at several Parks, Beaches, and Recreation locations throughout the city. Frontierland Park has been an especially popular site for reservations, with every weekend booked until early September, plus some weekdays as well.



# Staff Report



ITEM VIII E)

DATE: August 23, 2023  
TO: Members of the Parks, Beaches, and Recreation Commission  
FROM: Amber Shong, Recreation Supervisor – Senior Services  
SUBJECT: Senior Services Division Update April-June 2023

## Supervisor's Report

### Funding update

#### Age Friendly Cities (AFC) update

The Pacifica AFC Community Coalition had its first meeting, members are continuing to work on the focus areas that the Coalition previously set.

Q3 info: Work of the Pacifica Age Friendly City (AFC) Coalition continues under the leadership of long-time Pacifica resident Roy Earnest. The Pacifica AFC is again ramping up their work in Pacifica after a few months off during the holiday season and continued concerns regarding the pandemic made outreach difficult. Discussion continued regarding the creation of an AFC Action Plan – which are requirement to maintain the City of Pacifica's designation as an age-friendly city, following stakeholder meetings in 2019, that highlighted strong community interest in the three focus areas, Transportation, Affordable Senior Housing, and age friendly business in Pacifica. Coalition members felt that the concentration should remain on these areas. PB&R Commission Chair Cindy Abbott is spearheading the age friendly business portion of the reported, work had been completed and needs to be implemented. Parks, Beaches, and Recreation Director Bob Palacio joined the March meeting and talked about making sure that all departments throughout the city are looking at projects through a senior lens. The AFC members are interested in seeking new volunteers to participate in planning and implementation of these initiatives. Roy Earnest will coordinate with Anita Rees to conduct a second housing workshop in May.

#### New Hires and vacancies

Late March, Food Services Coordinator Chef Jessica Molina resigned from her position. Retired Chef Steve Humphrey temporarily manage the kitchen during recruited for the position. In May, Keith Silver was hired as the new Food Services Coordinator. Supervisor Beth Phipps retired after 20+ years of service, enjoying the last 2 years in senior services. Recreation Supervisor Amber Shong was hired and began on April 3<sup>rd</sup>

#### Building & Facilities

On June 5, 2023, replacement of the walk-in refrigerator/freezer began, the last two-weeks of May. Senior and Public Works staff made necessary preparations to ensure the project's success. Temporary refrigerator/ freezer was brought in while the project was being done. During the project the discovery in the freezer walls had mold, section effect was removed and replaced. The project was completed successfully within four weeks. All meal programs continued operating during this process.

## **Programs & Activities** (Submitted by Dana Dieterle, Program Coordinator)

### Seniors in Action (SIA) Membership

As of June 30<sup>th</sup>, a total of 778 SIA members (new and renewed).

### Giving Tree Trust Funding

During the months of July 2022-June 2023 we received \$8,600 from donors to the Pacifica Senior Services Giving Tree program

### Volunteers

Additional volunteers are currently being sought to help with sale set-up and break down of monthly Rummage sales. Pacifica Senior Services cannot operate programs without our dedicated volunteers.

Currently, two high school students are volunteering this summer to help with tech tutoring in the Computer Lab and assisting in the Kitchen.

### Fiscal Year End Program Revenue

<b>Program</b>	<b>Totals</b>
SIA Membership Dues	\$20,925.00
Donations with Membership Dues	\$875.00
SIA Member Class Card Sales	\$16,675.00
Non-SIA Member Class Fees	\$1,561.00
Gift Shop Sales (Gross)	\$4,295.00
Rummage & Cookie Cart	\$26,862.00
Bingo	\$14,375.00
Miscellaneous Monetary Donations	\$2,541.00
<b>Deposit Total for Account</b>	<b>\$88,110.00</b>

### Ongoing Programs

- Golden Treasures Gift Shop is Pacifica's best kept secret. We have some creative gift ideas from jewelry to baby blankets to sport themed items, purses, scarves, and hand towels. This is a great location to find useful, practical, and unique items, plus most items are handmade by seniors (hours are 10 am – 12 noon, Monday through Friday).
- Seniors in Action *Rummage Sales* are held at the Community Center the second Wednesday and Thursday of every month from 9 am to 2 pm. Customers are always finding great bargains on everything including clothing, collectibles, books, and art.
- Pacifica Senior Services continues to offer more than 40 classes and activities each week for seniors in the following categories: Arts & Crafts, Games & Groups, Exercise & Health, and Computers.
- San Mateo County Libraries provide a Pop-Up Library that visits Senior Services twice a month for easy access of books, music, movies and much more. The libraries' outreach continues to be an educational and entertainment asset for seniors.
- Big Bucks Bingo is enjoyed every Wednesday from 1:00 to 3:00 pm after Congregate Lunch. Buy-ins are \$7 for one pack.
- Live entertainment is provided by guitarists and vocalists Scott Hill and Gene Gibson, Jr. who bring their magic to the Center every month as does DJ Rey Hauser, Pianists, Alex Bootzin, Steven



Evans, and Flutist, Gail Edwards. In addition, Kurt, Eddie, Peter, and John continue to play with their band monthly at the Senior Center.

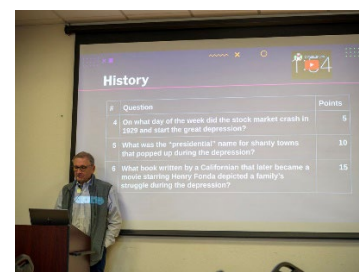
## April

- The Volunteer Recognition Dinner was a success! This year's theme was "Volunteers Make the Ordinary Extraordinary!" Our volunteers truly keep the Center going every day. Each received an outdoor blanket with the Senior Services logo. Approximately 80 volunteers attended. A big thank you to our City Council members and PB&R Commissioners for serving at the dinner.
- The Easter bunny came hopping down the bunny trail into the Senior Center for our Easter Celebration this year! We decorated for spring with cheerful colors, friendly bunnies, and baskets overflowing with chocolate eggs.
- This year our AARP Tax-Aide Team served 144 clients, with full schedules every Thursday at the Pacifica Community Center. What a great service to our community!
- Pacifica Senior Services partnered up with the Pacifica Police Department again this year for an Earth Day Medicine Disposal. Pacifica Police Department collected 5 pounds of expired and unwanted medications within a week!
- PB&R Commissioner Cindy Abbott -- representing both Pacifica's Environmental Family and the Sanchez Art Center helped us commemorate Earth Day.



## May

- We had a beautiful Cinco de Mayo celebration thanks to Chef Steve's luncheon of Enchilada Casserole, virgin Margaritas, along with salsa music and colorful decorations. A fun fiesta for all!
- Mother's Day with Pianist, Steven Evans was well attended. Congregate lunch participants received a rose in honor of all moms and mother figures, and everyone got to enjoy entertainment along with a slice of cake for dessert.
- Acrylic Painting with instructor, Lois Poblitz started on May 16th. This art course is designed for beginners who have never picked up a brush before to intermediate-level artists who are looking to try out acrylics.
- Our newest program, Trivia is offered the fourth Monday of every month. Participants can test their knowledge with trivia master is Larry De Young, a long-time Coastside resident, who wanted you to get those "Little Grey Cells" working. Larry formulates excellent questions with the support of fantastic slides, a timer, and score sheet. His questions will have your synapses snapping!



## June

- San Mateo Congregate lunch participants had an enjoyable Father's Day luncheon thanks to Chef Keith's luncheon of Pulled Pork and refreshing root beer floats for dessert!



### **Senior Nutrition Programs** *(Submitted by Christie Yeung, Community Services Coordinator)*

#### Meals on Wheels (MOW)

- Pacifica Senior Services is currently servicing 100 homebound clients. There are currently 35 prospective clients on the wait list.
- There are no unduplicated clients.
- Meals continue to be delivered fresh daily Monday through Friday. Frozen meals are provided for the weekend and holidays on a case-by-case basis. Frozen meals are delivered on Fridays for the weekend or the day before the holiday closure for clients who request them.
- The average client donation for service was \$1.30 per meal.
- We continue to operate 8 meal delivery routes per day and 35 consistent volunteers delivering the meals. The need for volunteers varies from day to day but we are always happy to have more support! Without our volunteers, we wouldn't be able to sustain our program. Currently, we have an influx of 13 additional volunteers who are called upon to substitute. However, operations are running smoothly, and we are sustaining current operations with the help of our substitute volunteers.



San Francisco State University (SFSU) School of Nursing students conduct telephone visits with clients to determine eligibility and the need for other supportive services. This partnership offers tremendous service to our homebound seniors, has proven to be a rich learning environment for the students, and provides more than 100 hours of community service each semester to augment Pacifica Senior Services staffing.

In April, Girl Scouts of Northern California generously donated over 100 boxes of girl scout cookies to our Meals on Wheels clients! Our clients were thrilled to meet with some of the girl scouts, and of course, enjoy the cookies too. During this annual Girl Scout Cookie program, more than 50,000 boxes of cookies are distributed to older adults and people in need throughout different cities via partnership with local communities such as Meals on Wheels (Pacifica).



### Congregate Lunch

- The Congregate meal program served approximately 2,700 meals during the 2nd quarter which was increase in average participation from 40 a day to between 45-60.
- Senior donations for Congregate totaled \$5,145 which was an average of \$1.90 per meal.

### **Transportation** (Submitted by Michael Costakis, Transportation Specialist)



### CaR Program (Connect a Ride) update:

With the CAR ridership has been increasing and expanding every month. We have witnessed an increase in trips for medical appointments and number of rides. There are currently 458 Pacifica residents 65+ years old registered in the program since the roll-out November 4, 2019.

Month	Days of Service	Total Rides	Avg. Daily Rides	Fare Totals	Avg. Monthly Fare	Medical	Bart	Local
April	30	107	3.5	2,617	24.45	39	0	68
May	31	138	4.5	3,542	25.66	85	4	53
June*	30	100	3.3	2,500	25.00	50	0	50
<b>TOTAL</b>	<b>91</b>	<b>345</b>	<b>3.7</b>	<b>8.659</b>	<b>25.00</b>	<b>174</b>	<b>4</b>	<b>171</b>

*\*June numbers are an approximation as actual invoice has not been received from Serra Yellow Cab*

### Senior Shuttle

With our senior center transportation service offers seniors rides to and from the center Monday through Friday. We have seen a significant increase in the number of seniors registering and utilizing this service, this quarter we provided seniors with 1,230 rides. (Year totaling 4,247)

### Medical Supply Loan Program

The Medical Supply Loan Program continues to be an extremely needed serve. Items loaned included crutches, canes, walkers, shower chairs, commodes, and wheelchairs. During this quarter we provided 12 pieces of equipment as well as giving out incontinent supplies. We have begun excepting additional equipment to stock up our medical closet.

### Shopping Trips

Monthly shopping trips to the local Safeway and Grocery Outlet have been a huge hit with the seniors and their shopping needs. Between April 1<sup>st</sup> and June 30<sup>th</sup> we offered 6 shopping trips serving 34 seniors, offering 114 roundtrips this FY.

### Shopping Assistance for Homebound Seniors (SASH)

SASH volunteers shop for homebound seniors in need of groceries and household supplies. We currently have 4 Sash clients and 1 SASH Volunteer. Our volunteers have been shopping for our clients once a week for the past 3 months.



Safety Course

AARP conducted a Safety driving course at the center on March 30th with 35 participants.



Day Trips:

Currently offering monthly excursions to varieties of attractions, experiences, or shows. Between April 1<sup>st</sup> and June 30<sup>th</sup>, we offered were able to offer 4 excursions and several had a waitlist.

Walt Disney Museum in San Francisco on April 20<sup>th</sup> with 13 participates



San Francisco Giants Game on May 17<sup>th</sup> with 28 participates



Guide Dogs for the Blind in San Raphael on June 7<sup>th</sup> with 20 participants



Pescadero at Duarte's Tavern lunch on June 21<sup>st</sup> with 20 participants.

