



AGENDA
Parks, Beaches, and Recreation Commission
City of Pacifica

Regular Meeting – 7 PM
Wednesday, January 24, 2024
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:
10/25/2023 Meeting Minutes

IV. ADOPTION OF AGENDA

V. SPECIAL PRESENTATION

- A. Pacifica Shorebird Alliance -Margaret Goodale
- B. Child Care Division- Site Coordinator Majdallen Musleh
- C. Senior Services- Supervisor Amber Shong

VI. 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.

VII. 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

VIII. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS

IX. REPORTS FROM STAFF

Director Bob Palacio

X. ADJOURNMENT

Next Regular Meeting: Regular meeting – February 28, 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, October 25, 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 Torres: led the Pledge of Allegiance.

II ROLL CALL:

Commissioners Present: Chair Abbott, Commissioners: Benton-Shoemaker, Heywood, Nicolari, Phillips, Rodriguez, Torres

Staff Present: Director Bob Palacio, Recreation Specialist Rebecca Collier

III APPROVAL OF MINUTES:

Chair Abbott called for a motion to approve the minutes September 27, 2023. **Motion was made by Commissioner Nicolari, seconded by Commissioner Rodriguez, motion carried 7-0.**

IV ADOPTION OF THE AGENDA:

Chair Abbott called for vote to approve the agenda of the 10/25/2023 meeting, **Motion carried 7-0.**

V ORAL COMMUNICATION:

None

VI ITEMS FOR CONSENT:

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

Commissioner Benton-Shoemaker: Appreciated administrative update information about the new Aquatics Coordinator position.

Chair Abbott: requested for future staff reports to include comparison data for programs and events.

Chair Abbott called for a motion to approve Items for Consent. **Motion was made by Commissioner Torres, seconded by Commissioner Phillips, motion carried 7-0.**

VII ITEMS FOR CONSIDERATION:

A. Liaison Assignments

Director Palacio: Asked Commissioners to confirm or change their current liaison assignments and add any new assignments if needed.

Commissioner Benton-Shoemaker: Stated, since the Library Advisory Committee had not met for several years, if Chair Abbott would take over the liaison since she is a member of the task force?

Chair Abbott: Clarified she is a member of the task force as a community member not as an official liaison for Parks, Beaches, and Recreation (PB&R) Commission. She would be more than willing to report back as a community member.

B. Special Events and Public Appearances

Director Palacio: He spoke with Economic Development (ED) Manager Tara Schiff about future City special events. His belief special events should have a purpose and of course be fun/entertaining. Events should act as a hook for a greater purpose and wanted input from PB&R Commission for future special events. He would like discussion in length at a future study session setting. Public Appearances, his hope would be to have at least one PB&R Commissioner at all future special events. He also would like other community organizations and local business to be more visible and aware of events in the City.

Chair Abbott: Commented, great idea to have PB&R Commissioner(s) in attendance at PB&R special events. She appreciated Director Palacio speaking with ED Manager Schiff. The Economic Development Committee frequently speaks about events but not necessary with a purpose and lack of experience organizing special events. Partnership with ED, PB&R department expertise on special events would help formalize events for the City.

X REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS:

Commissioners gave updates on their liaison assignments and community involvement.

XI REPORTS FROM STAFF:

Director Palacio: Gave updates on the following:

- **Lifesaving Buoy Rings:** City Manager approved Staff for emergency installation of two Lifesaving Buoys at the southern end of Sharp Park Beach. Staff received tentative approval from California Coastal Commission at Linda Mar Beach. City will be posting signage for pending permit for installation. Once final permit has been received staff will be ready to install at Linda Mar Beach.
- **Priority Parks:** Thanked the PB&R Commissioners for their input on the 65% plans and should have received 3D renderings of all four parks. Once staff receives the 95% plans, staff will bring to the PB&R Commission for their review.
- **Play Structure and Backstop Installment:** Fairway Park new play structures have been installed. Saltire Park play equipment replacement would be starting in mind- November. He received a comment from a community member regarding fibar usage and accessibility. Fibar does meet ADA standards but is not as easy rubberized surface. He hopes to find funds to pay for the extra cost to for the use of rubberized surface in one of the parks. Backstops replacements, accepting bids for the equipment and installation.
- **Bike Park:** Director Palacio and Commissioner Phillips met with State of California OGAL's at lower Frontierland Park to do a walk through at the site for the Recreational Trails Grant \$1.55 million grant that for the construction of the bike park. There was a request for more extensive information and updates on

the materials submitted for the grant. Staff did a lot of hard work to provide and submit the requested information.

- **Staff Report:** Child Care Site Coordinator, Greta Hayes retired at the end of September and was recognized by City Council for 25 years of service to the City of Pacifica. Open recruitment for 18 years old or older Lifeguards to help with staffing at Brink Pool. New position Aquatics coordinator was approved by City Council and recruitment would go out by the first of November. The position will allow for more program offerings and staff supervision and development in the Aquatics division.
- **Permanent Pickleball court's locations:** Staff reviewing locations for pickleball courts, spoke with Chair Abbott about one location behind Sanchez Library, will speak with City of San Francisco about an area that was capped near the archery range and the other location at Fairmont Park where the basketball court are located.
- **Arbor Day Proclamation:** Presented at City Council meeting on October 23, 2023.
- **Special Events:** Fog Jog had over 100 runners participate up from last year's numbers and Fun Fest was successful with approximately 2,000 attendees excited with all the events offerings.
- **Study Session:** Date in December to review surf camps, 2024 Work Plan, special events, branding and marketing.

Commissioner Phillips: Asked if the basketball court at Fairmont Park are used frequently?

Director Palacio: Answered, yes and the basketball court would not be eliminated, area would be reconfigured to include 2 pickleball courts and one basketball court.

Commissioner Heywood: Asked for confirmation on the location near the archery range and asked if it would be a day light only pickleball courts?

Director Palacio: Responded, community member wanted staff to review. If possible, would want Pickleball courts on both sides of the city.

All Commissioners: Agreed, December 13, 2023, as the study session date with a start time 6:00pm.

Chair Abbott: Asked Director Palacio if the Commissioners could have until November 22, 2023, to send him any 2024 Work Plan ideas?

Director Palacio: Agreed

XII ADJOURNMENT:

Chair Abbott: asked for motion to Adjourn. **A motion was made by Commissioner Phillips, seconded by Commissioner Heywood. Motion carried 7-0.**

Next Regular Meeting: Regular Meeting – January 24, 2024, 7:00pm

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

X

Pacifica Parks, Beaches, and Recreation Commission
Chair Cindy Abbott



Administrative Report

Item VI A)

DATE: January 24, 2024
TO: Members of the Parks, Beaches, and Recreation Commission
FROM: Bob Palacio, Director
SUBJECT: Administrative Narrative October 2023 – December 2023

Surf Camp/School Policy

Current: Registration of for Surf Camp/School permits occurred from December 1-15, 2023. We currently have 4 active permits, and are working with a 5th party. The process was straight forward and by all accounts successful.

Life Ring Buoy Station Program

Current: In addition to the 6 Life Buoy stations installed along the promenade, the City of Pacifica recently completed to additional emergency installations at the southern most end of the promenade at Sharp Park Beach. Anthony Shriver, Recreation/Aquatics Supervisor, has resubmitted an extensive and detailed new version of our application to install the remainder of the life buoy stations to CCC staff. The California Coastal Commission will here this item on February 9th via zoom meeting.

Priority Parks

Current: Thank you for your excellent feedback on the Four Priority Parks Projects! PB&R Commission input resulted in a much-improved design for these projects. There were some small changes needed for Brighton Park to create more fall zone that will allow for a slightly larger structure with additional playability.

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: Complete

Saltaire Park: Complete (awaiting swing)

Staffing Updates

The following are our staffing updates:

- Meals on Wheels Coordinator Recruitment and Selection: Rebecca Collier
- Aquatics Coordinator: Interviews underway
- Recreation Specialist: James Mulvey left the department
- Recreation Specialist Recruitment: 60 applicants
- Lead Teacher: Recruitment underway

Recreation Coordinator of Aquatics (New Position Background)

The City of Pacifica has an active joint use agreement with the Jefferson Union High School District which allows the City to provide community aquatics programs. Jean E Brink Pool located on the Oceana High School campus is home to the City of Pacifica's 7 day per week robust aquatics program.

Programming includes, but is not limited to, adult lap swim, recreational swim, water aerobics classes, swim lessons, water safety courses, swim team rentals, artistic swim organization rentals, swim camps, water polo, swim meets, and pool parties.

In early July 2022, as part of a Parks Beaches and Recreation department reorganization, the Recreation Coordinator position overseeing aquatics was eliminated. The funding for that position was used to fund a new Recreation Supervisor position that now oversees not only Aquatics, but also Recreation which includes contract instruction, beach and water safety initiatives, city-wide special events, summer camps, field users' agreements, and teen and youth programs. This restructuring has left a gap at the Jean E Brink facility which has been run entirely with part-time staff. As the recreational activities have now exceeded the pre-Covid level, this is no longer a sustainable staffing level for the programs performed at this facility.

It is important to note, that the community aquatics program at the Brink Pool facility is a 12 month a year, 7 day a week program. The greater majority of staff, which entirely consists of lifeguards, are under the age of 18. Past practice allowed for these non-adult staff to be left in the facility to guard the water and monitor the facility. To ensure the safety of all program participants and staff and prudent risk management practices the City's internal policy now requires a staff member, or contract instructor, to be at least 18 years old when in charge of the facility.

Addition of a new Recreation Coordinator in Aquatics would allow the department to regain pre-pandemic program and participation levels, and eventually grow and enhance programs. This new position will be able to develop, implement, and assess aquatic programs as this will be their focus. They would also be the lead staff point of contact on aquatics staff recruitment, development, interviews and hiring. They would enhance the overall safety of the facility and its users. The additional duties for this job class will include:

- Program facilitation, including but not limited to swim meets, swim lessons, and pool parties
- Initial inputting of staff hours into timesheet system
- Payment reconciliation for cash and checks
- Schedule staff shifts for on-deck aquatics staff
- Share duties for existing lifeguard on-going trainings
- Provide incoming lifeguards with required water safety/CPR/ AED certification training
- Assess equipment and infrastructure for needed maintenance and upkeep
- Assist in chemical testing as needed
- Check Brink Pool voicemail, answer phones, and respond to public as needed
- Perform lifeguard duties as needed
- Other duties as required including light custodial

This new position will be fully funded with new program revenues and salary savings from eliminating the unutilized part-time staff position (see Attachment A for additional detail).

New program revenues and salary savings on a fiscal year basis will amount to approximately \$115,800, which is sufficient to fund a full-time benefited Recreation Coordinator position on an

ongoing basis. The Recreation Coordinator is an existing classification within the City's classification plan, so no approval of this classification or meet and confer process with the labor representatives is required at this time. If approved, this additional position will be added to the Position Control and the FY 2023-24 Budget.

Bike Park Update

The Pacifica Bike Park Committee and Staff met with the State of California OGALS office on-site at the Lower Frontierland Property. Staff passed the initial stage of approval for our submittal of an RTP grant, and on Oct 17, 2023, Staff submitted our final version of the application which included:

- Project Application Form
- Site Plan
- Topographic Map and Survey
- Trail Log/Inventory and Reconnaissance Notes
- Design Standards
- Cost Estimate Form (\$1.8M)
- Project Location Map
- CEQA
- Property Ownership docs
- Required Regulatory Permits
- Grant Scope

Staff are still awaiting word from the State of California on whether we will be awarded this grant. PB&R are a finalist.

Trees

No Tree appeals have come in during this time. Arbor Day was a tremendous success with 20+ trees being planted at Fairway Park! Not only was this great for the environment, but the parks look is greatly improved. Thank you, Tree City Pacifica!!

Special Events:

Halloween Spectacular

This great event took place at the Community Center. The Haunted House, carnival games, swing ride, and rope climb accompanied by a host of Goblins and Gools were present for a night of non-stop scares and fun!





Polar Palooza

The new name “Polar Palooza” was given to our traditional winter holiday event which featured some of the long standing favorites such as Photos with Santa, Santa’s workshop, The building lighting, youth carolers, and everyone’s favorite “The Elf Market”. The event was a tremendous success!



J Teen Blizzard Bash Dance

This was the 3rd J-Teen Dance of year and was officially titled “The Blizzard Bash”. Over 250 middle schoolers attended this great dance. Kudos, to Lexi, Anthony, and Youth Advisory Board!



Sports Fields

Staff are looking to create a small but active committee that will advocate for sports fields here in Pacifica. This will likely happen late January or Early February.



Staff Report

Item VII B) January 24, 2024

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

FROM: Anthony Schriver, Recreation Supervisor

SUBJECT: Aquatics Division Update October – December

Adult Lap Swim and Adult Water Aerobics

Swimmers from our community and surrounding cities continue to utilize our beautiful Jean E. Brink Pool. Pacifica Parks, Beaches and Recreation (PB&R) continue to offer swimmers and water aerobics participants 42 hours a week to come swim at our heated indoor pool. Our indoor pool facility makes for a warm swim or water aerobics workout 12 months out of the year as the water temperature is between 81-83 degrees. Water Aerobics Instructors Julie Zoph, Mary Germano, and Jayah Paley continue to have a dedicated following of participants on Mondays – Fridays, 11am-12pm with between 140-160 participants taking our one-hour aerobic workout each month. Staff are thankful and grateful for their dedication and hard-working efforts in keeping water aerobics participants moving and motivated.



The Jean E. Brink Pool offers the most lap swimming hours on the coast and peninsula.

Adult Lap Swim Schedule:

Monday – Friday: 6am –1pm

Wednesday: 7pm - 9pm*

Saturday: 8am – 1pm

Sunday: 11am – 1pm

*5 Lanes available for Adult Lap Swim

Family Recreation Swim:

Saturday 1pm-3pm**

Monday and Fridays 7pm-9pm**

** 3 Lanes for Adult Lap Swim

Water Aerobics Schedule:

Monday - Friday 11am - 12pm

Recreation Swim

The Jean E. Brink Pool offers Family Recreation year around Monday, Friday evenings 7pm-9pm and Saturday afternoons 1pm-3pm. Between the month of October and December there were 840 swimmers who came to join family fun in the water. 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 and recreation swim year around.



Adult Water Polo

Adult FOG water polo is held Sundays 9am-11am. The program welcomes all skill levels. During the program water polo players conduct drills and scrimmage against one another. Each session there waws an average of 20 players come out totaling 302 attendees for the months of October, November, and December. Youth water polo will be coming back on Tuesdays and Thursdays evenings 7pm-8:30pm starting later in January 2024.



Oceana Pool Party Program and Swim Meets: October, November, and December

The Jean E. Brink Pool offers pool party rentals and swim meet rentals throughout the year. Our indoor facility is very popular and affordable in hosting team celebrations, birthday parties, and big swim meets. Guest can reserve the whole pool to themselves on Saturdays 3pm-6pm, and Sundays 1pm-3pm. Swim meets are held on Saturdays and Sundays, 6am- 7pm with upwards of 400 athletes swimming each day.

Rental Fees are:

Pool Party Program: \$180 per hour (up to 50 people, 2 hr. minimum)
 Outside swim team meets: \$180 per hour.
 Pacifica Sea Lions Swim Meet: \$125 per hour.

	Two-Hour	Three-Hour	Four-Hour	Swim Meet Hours
October	4	2	0	0
November	1	3	1	26
December	1	2	0	0



Fall Swimming Lessons

Fall swimming lessons were held Tuesday and Thursday evenings for four weeks, with each class being 30 minutes. There was a total of three sessions that took place, September 5th – September 28th, October 3rd – October 26th, and November 7th – December 7th along with Saturday lessons that happened once a week for eight weeks for 30 minutes each class that occurred October 7th – December 9th.

A total of 341 participants completed swim lesson this past fall with ages ranging from six months to adults. These lessons are invaluable to our community as instructors and lifeguards teach a lifelong skill. Instructors and Lifeguards have been doing an excellent job every week by providing participants

swimming skills that could one day save their life. It is so important to learn how to swim, especially living alongside the coast. Kudos to staff as they have such a big impact on our swimming program and educating participants how to swim and be safe around bodies of water.





CITY OF PACIFICA



Staff Report

Item VII C)

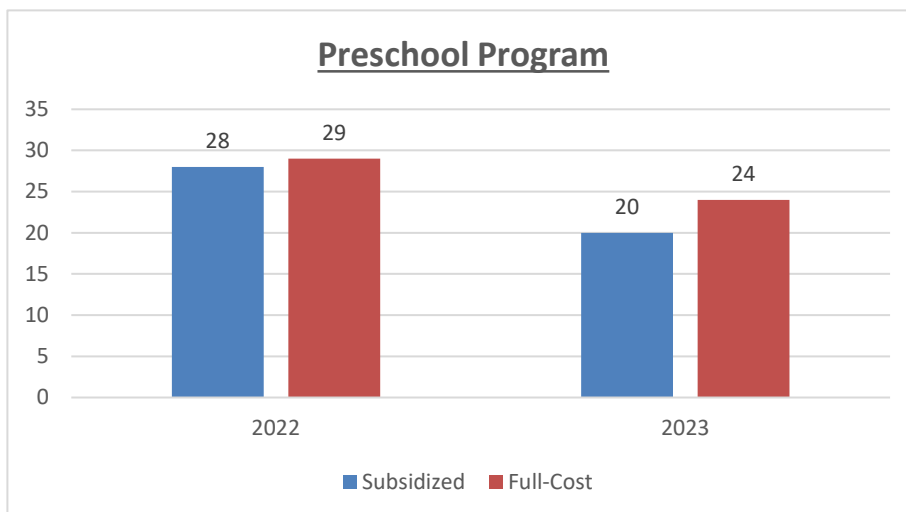
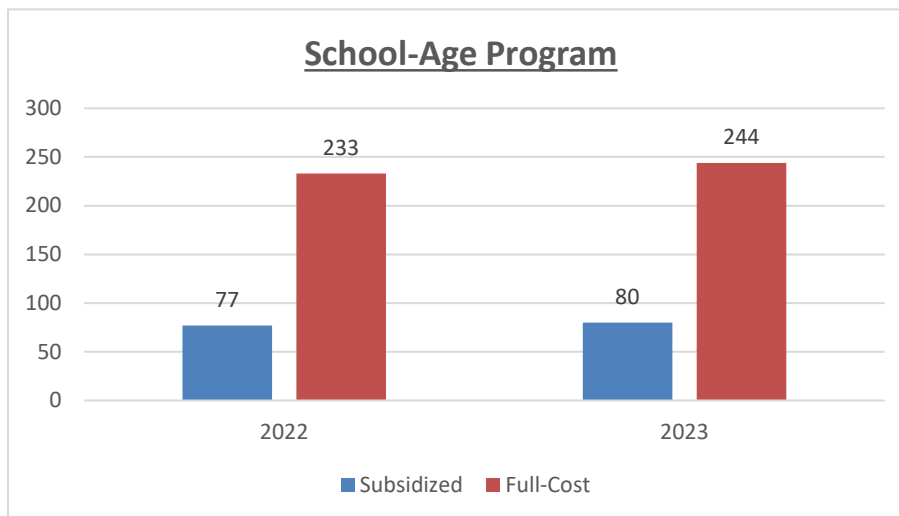
Date: January 24, 2024

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

From: Tracy Gilbert, Recreation Supervisor | Child Care

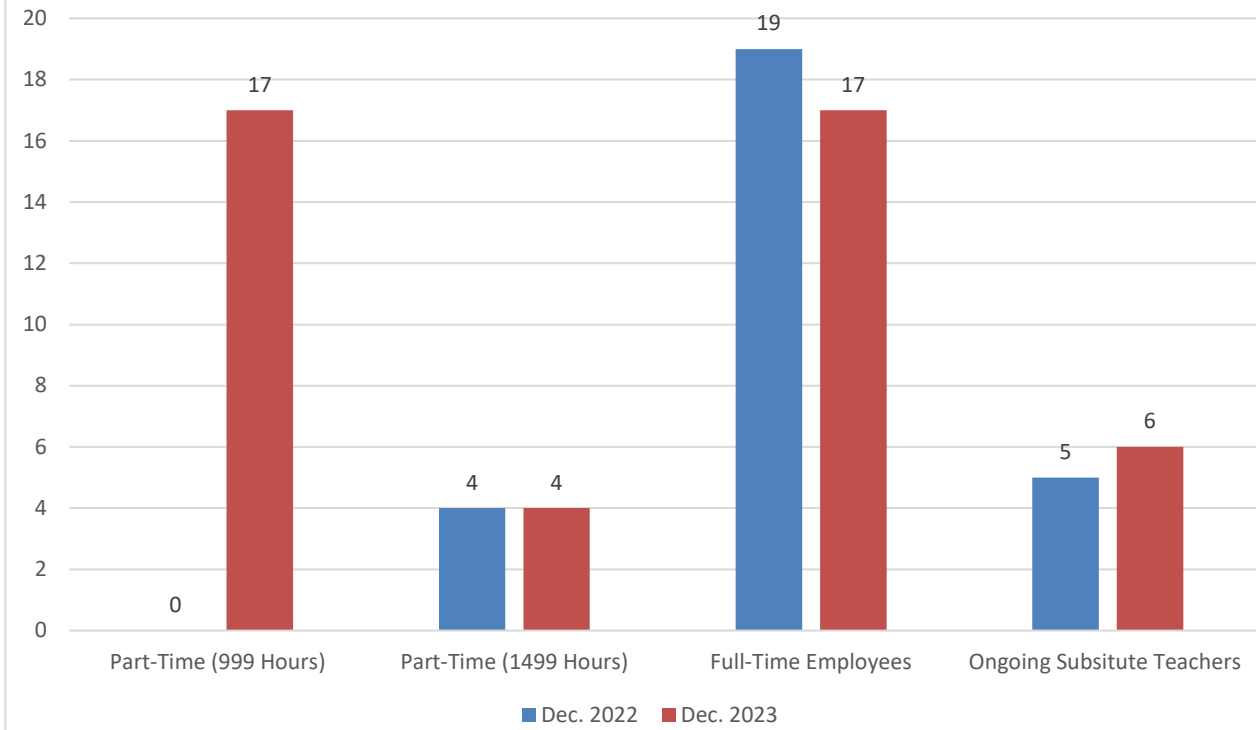
Subject: Child Care Division Update October-December 2023

CHILD CARE DIVISION ENROLLMENT UPDATE



CHILD CARE DIVISION STAFF UPDATE

Child Care Division Employed Staff Comparison



PUMPKIN PATCH

In October, the preschool children visited Lemo’s Farm in Half Moon Bay. As you can see from the pictures below, the children had a great time, especially visiting the petting zoo and each child got to take home a pumpkin.



A VISIT FROM THE PACIFICA FIRE DEPARTMENT

The children from Fairmont West visited Ocean Shore preschool for a presentation with the Pacifica Fire Department. Thank you to the Pacifica Fire Department for visiting the children!



SANTA CLAUS VISITS CHILD CARE SITES

Santa Claus visited the Child Care sites in December. The picture below shows how nicely the children were sitting and listening to Santa. The picture below shows the children receiving a gift from Santa. A big "thank you" to Anthony Schriver for 'playing' a bilingual Santa Claus for the children.





Staff Report



Item VIII D) January 24, 2024
TO: Members of the Parks, Beaches, and Recreation Commission
FROM: Lexi Macario, Recreation Coordinator
SUBJECT: Recreation Division and Community Center Rentals Update
October- December 2023

Youth & Teens

J-Teen After School



Vallemar's J-Teen After School program is officially halfway done for the year! In October, staff added one more child off the waitlist, making the full roster to 27 children. Recreation staff Zackary Conci, Philomena De Barra, and Dylan Alexander-Hydie are there every day continuing to help the teens with homework and engage with them through games and activities. I have attached some photos of the teens celebrating Halloween.



Summer Adventure Camp

Adventure Camp will start the week of June 10, 2024, and it will be another eight weeklong summer camp. Staff plan on opening registration for summer camp in late January or early February. Staff plans to increase the numbers of children each week to 80-90 kids per week, increasing the number of campers by 10-20 each week more than summer of 2023. Field Trips planned 2024 camp will increased to 7 field trips instead of 4, and plans to continue going to the pool every other week as well. Staff are currently planning to bring back to Adventure Camp the L.I.T.E program, (Leaders in training education), which is a program for 13–15-year-olds to get volunteer experience by helping facilitate activities at Adventure Camp.

Youth Advisory Board

The Youth Advisory Board (YAB) was extremely busy these past few months! Starting off strong with the first dance of the 23-24 school year on October 6th, at the Pacifica Community Center. The YAB did an amazing job of helping by planning the event by picking the neon dance theme, creating the fliers for the dance, picking out decorations to decorate the dance floor with, reaching out to schools PTOs, and by running the snack shack. YAB also had a booth at the Rockaway Tree Lighting Festival on December 3rd, where they hosted a create-your-own ornament booth. They got clear ornaments and colored sand to fill the ornaments with. This booth was free to everyone and had a busy crowd surrounding the table all night. At the Rockaway Tree Lighting Festival, YAB also held a toy drive. By the end of the night, YAB had a full box of toys that were donated to Half Moon Bay Coastside Clinic's Pediatric Patients. YAB also

executed the second dance in December, calling it the Blizzard Bash. The Blizzard Bash was on December 8th, and YAB did another great job decorating, planning, and assisting with the dance. In December, we added one new member to YAB, Hudson Dunhill, bringing YAB to 13 active members.



J-Teen Dances

In the 23-24 school year, staff had put on two J-teen dances so far. The first J-Teen dance was on October 6th, from 7-9pm at the Pacifica Community Center. This dance was Neon themed, and as soon as tickets went up for sale, they were immediately sold out at every school. There was 300 middle schoolers in the auditorium dancing the night away! During this dance we had 10 Recreation Staff working, 8 YAB volunteers, and 4 parent chaperones chaperoning the dance. Each kid that came to the neon dance was given a glow stick upon entry as a fun party favor for coming to the dance. The second dance that we have hosted was on December 8th, from 7-



9pm, at the Pacifica Community Center, and YAB themed it as the Blizzard Bash. There were 220 tickets sold for this dance. The dance was themed a “white out” where students were encouraged to wear white. We had 12 recreation staff, 9 YAB volunteers, and 3 parent chaperones working this dance. Dances are open the ticket sales to any middle schooler in Pacifica. That ranges from every middle school (IBL, Cabrillo, Vallemar, Ocean Shore, Good Shephard, and Pac Bay), every home school student, and even students that are middle schoolers at schools outside of Pacifica, but they are

still a Pacifica resident. Each dance ticket sells for \$10. Both dances’ staff hired DJ Art De Vera, who has been very well liked by the community. The next dance will be on February 2nd, 2024

Special Events

Halloween Spectacular

Halloween Spectacular was held on October 28th, at the Pacifica Community Center. Halloween Spectacular consisted of a haunted house, carnival games inside the auditorium, and carnival rides outside on the front lawn. The haunted house was decorated mainly by recreation Staff, but we had two outside groups come and decorate their own rooms. The Pacifica Police department had a spooky crime scene room, and the Pacifica Girl Scout troops decorated their room as a mystical werewolf territory. Recreation Staff, the Police Department, and the Girl Scouts, spent 5 hours the day before the event setting up the rooms accordingly for the event. Recreation staff ran the carnival, where there were 12 different games/ activities to choose from. The event cost \$10 for entry to the Haunted house and access to the carnival, or there was an option to skip the haunted house and just pay for carnival tickets, where \$1 would get you 4 carnival game tickets. This was a one-night event that ran from 5-10pm, and attendance was around 1,000 people come through the event the entire night.



Ohlone Portola Heritage Hike

On November 4th at 9am, the annual Ohlone Portola Heritage Hike/ discussion took place. Participants met at the community center at 9am, where there were poster boards with information about the Ohlone Heritage, and then two videos that were shown with more information on the land, heritage, and culture.

Members from the Historical society came and presented, along with a ranger from San Mateo County parks. Around 25 people showed up for the presentations, and 5 people went on the hike.

Electric Vehicle Expo

On November 4th at 10am, the second annual EV Expo happened in the Pacifica Community Center's parking lot. People from the public were welcomed to sign up and show off their Electric vehicle, and others were welcome to come stop by and learn more about electric vehicles. This was presented by Pacifica's Environmental family, partnered with the City of Pacifica, Peninsula Clean Energy, and Pacifica Climate Committee. There were many electric vehicles being shown off, a very interesting mix of new and older models.

Pacifica Polar Palooza

The Pacifica Polar Palooza was a three-day event that started the night of December 1st. On the first day of the Pacifica Polar Palooza, staff hosted the annual holiday building lighting ceremony that started at 6pm at the Pacifica Community Center. The holiday building lighting was a great kick-start to the event, Director Bob Palacio and former Mayor Bigstyk said a few words to the patrons and started the countdown to the building lighting. As soon as the building was lit, a choir from illuminate music broke into various holiday songs for a wonderful choir performance. The choir consisted of around 20 school age children. Along with the building lighting, the annual Elf Market started that Friday night at 6:00pm. The Elf Market had 45 vendors selling their amazing homemade items. That night also included a visit from Santa, and Recreation Staff handing out hot chocolate to the public. On day two of the Pacifica Polar Palooza, the Elf Market started back up at 10am on that Saturday, along with Santa's workshop. Santa's workshop consisted of a room for children to decorate cookies and make various holiday crafts to take home. Along with the cookies and crafts, and pictures with Santa as well. Recreation Staff were stationed in Santa's workshop to help assist with the cookie decorating, craft making, and the photos with Santa. Throughout the two days we had around 1,200 people stop by the community center for the Pacifica Polar Palooza.



Day three was the Rockaway Tree Lighting Festival located at Rockaway hosted by the Pacifica Chamber of Commerce. YAB assisted by having their ornament making booth from 4-7pm.

Pacifica Community Center and Reservations

The Fall session has officially come to an end for contract classes, as of the week of December 10th. The most popular classes were two dance classes, Bachata and World Rhythms, and the Pilates class, averaging around 10-15 people per class. This winter session staff are adding another class that used to pre-exist, jewelry and crafting, as the instructor is a granddaughter of a previous instructor who has passed

away. Winter session will be starting on January 8th. In the months of October-December, there were 6 different private rentals on the weekends. Looking forward in 2024, there are already 6 private rentals planned for the upcoming months. These rentals range from birthday parties, family reunions, memorial services, wedding anniversaries, and much more.



Staff Report

Item VII E)

DATE: January 24, 2024
TO: Members of the Parks, Beaches, and Recreation Commission
FROM: Amber Shong, Senior Services Supervisor
SUBJECT: Senior Services Division Update (October - December 2023)

Manager's Report

Funding update

The community center is grateful for the ongoing support from Pacificans. Their generous donation of \$5,000.00 to the Rockaway Ricky foundation has been a blessing for seniors on fixed incomes, assisting with food and vet bills. Furthermore, Pacificans contributed an additional \$2,000.00 during the quarter, which will be allocated towards enhancing the card room. The new project will enable staff to host movie screenings, presentations, and various other programs for the seniors to enjoy.

Age Friendly Cities (AFC) update

The Pacifica Age-Friendly Community Coalition and the City of Pacifica wants to learn about your experience with Pacifica's livability as a person aged 50 and older. Your views are important, and we would greatly appreciate your participation in this survey. All responses are kept entirely confidential and should take about 20 minutes to complete.

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

SIA Membership

As of December 31, 2023, this year's membership drive reached 615 new and renewing members.

Volunteers

Additional volunteers are currently being sought to help with sale set-up and break down of monthly Rummage sales. Pacifica Senior Services is so appreciative and relies heavily on our dedicated volunteers!

Year-to-Date Program Revenue

SIA Membership Dues	\$ 19,135.00
Donations with Membership Dues	\$ 280.00
SIA Member Class Card Sales	\$ 10,125.00
Non-SIA Member Class Fees	\$ 973.00
Bingo	\$ 6,864.00
Gift Shop Sales (Gross)	\$ 1,960.00
Rummage & Cookie Cart	\$ 15,828.50
Miscellaneous Monetary Donations	\$ 1,273.00

Deposit Total for Account

\$ 56,438.50

Ongoing Programs

- *Golden Treasures Gift Shop* is Pacifica's best kept secret. There are some creative gift ideas in our Golden Treasure Gift Shop from jewelry to baby blankets to sport themed items, purses, scarves, and hand towels. Almost all items are handmade by seniors (Gift Shop 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.
- 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 is \$7 for one pack.

Entertainers

- Scott Hill on guitar with songs that are easy to sing along to while tapping toes to the rhythm.
- Gene Gibson, Jr. plays the guitar and sings. He has a talent for inviting listeners to reminisce to his music.
- Kurt, Eddie, Peter, and John rock out at our Center and the music moves us out of our seats!
- Our pianist, Alex Bootzin plays at our monthly Birthday Celebration the third Tuesday of every month.
- Steven Evans is a very active and freelance Pianist who makes and enjoys sharing his music with others.
- DJ Rey spins hits from the 50s, 60s & 70s.
- Professional flutist Gail Edwards has LOVED the flute since she first met it in fifth grade and her life's work has never veered from that path. Gail's enthusiasm and daily pursuit of sharing music with others is inspiring.

Recreation & Enrichment Classes

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. Classes average over 3,000 participations each quarter. Participation is growing this year as membership increases.

October

- Our annual Oktoberfest on October 5, 2023 was a wonderful fall celebration thanks to Chef Mona's luncheon of bratwurst, sauerkraut and near-beer accompanied by Jacob Puhachevsky on the accordion.



- HIP Housing presented at our Center to educate our members on Home Sharing — it was wonderful to learn about how this organization fosters living arrangements for both home providers and home seekers!

- This year's Halloween celebration was a crowd favorite with sweet treats, games, and a very festive and competitive costume contest. Special thanks to Horace Hinshaw, SIA Chair, who served as the event's MC.



November

- The Senior Center held a Service of Remembrance event on November 2, 2023. Bereavement counselor, Rachel Rosenberg from Mission Hospice and Home Care facilitated this special occasion. This was a safe space for seniors to gather for a time of healing, acknowledging their loved ones who are not forgotten.



- San Francisco State University Nursing students presented at our Center to educate our members on Fall Prevention – this topic keeps everyone thinking and working on their balance.



- Members of the American Legion Post 238 joined us on Veterans Day to honor all veterans, past and present, with an honor guard and salute to the flag. Lunch guests brought in photos of their loved ones who served in the U.S. Armed Forces and Al Hale invited all present to share stories about their service. It was an especially humbling and moving afternoon.



- SIA members attended a training coordinated and led by our very own Computer Lab Volunteers, Debra, Eleanor, and Marcus. Participants learned how to operate basic functions of their iPhone. Two trainings sessions were offered during the quarter and both trainings were at capacity. Additional smartphone trainings will be offered in the New Year.



- The Senior Center's Thanksgiving buffet and celebration was held on November 16, 2023, feeding 120 seniors. Volunteers helped decorate the dining room with fall decor, tablecloths, and centerpieces.



December

- Rummage sales for the month of December were on hold to be transformed into holiday accessories and decoration sales daily (on honor system). Special thanks to SIA member, Linda Hughes for organizing and executing the Holiday Boutique throughout the entire month of December. The boutique fundraised nearly \$1,049 for Senior Services!



- Pacifica PB&R Child Care helped enhance the look of our holiday tree by bringing their own handmade ornaments to decorate it.



- Staff kicked off the month of December decorating the Senior Lounge with help from our SIA Members. Special thanks to Home Depot Colma for donating an 8-foot Christmas Tree for the Senior Lounge!



- Jumpling Flea Circus Ukulele Club, a local group, helped us get into the holiday spirit with live entertainment during Congregate lunch.



- The “Coastside Strummers,” our own ukulele band performed for their Holiday Concert on December 13, 2023.



- SIA Members participated in a Gift Game on December 18, 2023. This game involved pulling ribbons from a gift box -- once the ribbon was stuck, the member could open and reveal the gift. Gifts were gift cards donated from local businesses including, Nick’s Rockaway Restaurant, See’s Candies, Starbucks, Vallemar Station, and more!
- The Rummage Sale team concluded the 2023-year fundraising just over \$30,000 for Senior Services! Volunteers were recognized at their Annual Holiday Luncheon at Sharp Park Restaurant for their dedication and hard work throughout the year.



- The Annual Holiday Party and Lunch was held on December 14, 2023, with PB&R staff and Commissioner Rodriguez serving up Chef Mona’s luncheon of Baked Spiral Ham with Raisin Sauce, Egnog, Live Entertainment with the Seaside singers, and Santa stopped by for a special visit.



- New Year’s 2024 was rung in a bit early at the Senior Center with a countdown to Noon with a record number of 120 guests. Seniors enjoyed a delicious a luncheon of Chicken Cordon Bleu, Sparkling Apple Cider, and cake! Incredible live entertainment was provided by David Crimmen.



Transportation (Submitted by Michael Costakis, Transportation Specialist)

Senior Shuttle

With our senior center transportation service offers seniors rides to and from the center Monday through Friday. There was a significant increase in the number of seniors registering and utilizing this service, during the quarter staff provided seniors with 830 rides.

Day Trips:

Currently offering monthly excursions to varieties of attractions, experiences, or shows. Between October 1st and December 31st, we offered 3 excursions and had no waitlist.

October 25th	Healdsburg Plaza	16 participates	0 waitlist
November 7 th	Graton Casino	19 participates	0 waitlist
December 20 th	Holiday Lights Train	16 participants	0 waitlist



Nicks Luncheon

Seniors enjoyed the annual luncheon provided by the Gust Family at Nicks Rockaway. 110 participated. 0 Waitlisted



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 October 1st and December 31st staff offered 6 shopping trips serving seniors, offering 19 roundtrips.

Shopping Assistance for Homebound Seniors (SASH)

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

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 26 pieces of equipment as well as giving out incontinent supplies. Staff continues excepting additional equipment to stock up our medical closet.

CaR Program (Connect a Ride) update:



CaR ridership continues to increase and expand, we have witnessed an increase in trips for medical appointments. There are currently 488 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
October	31	130	4.1	6,890	53	55	2	75
November	30	144	4.8	3,488	24.22	63	4	81
December	31	100	3.3	2,500	25.00	50	1	50
TOTAL	92	374	4.0	12,878	34.07	168	8	206

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

Senior Nutrition Programs

Meals on Wheels (MOW)

- Pacifica Senior Services is currently servicing 100 homebound clients.
- Meals continue to be delivered fresh daily Monday-Friday and frozen meals for weekend and holidays delivered on Fridays or the day before the holiday. Out of 100 clients, 21 of them requested frozen meals for the weekend and holidays.
- Approximately, 6200 meals have been served in the October- December 2023.
- The average client donation for service is \$1.30 per meal.
- Staff continue to build out our substitute volunteer pool. Routes continue to be covered and reliant on committed volunteers, looking for a permit volunteer for Route 7 on Tuesday. There are 38 consistent volunteers who are assigned to a route and an additional several volunteers who are called upon to substitute.
- The program operates 8 meal delivery routes per day, our longest route currently is Route 2 with 18 clients in our Linda Mar neighborhood and shortest route currently is Route 4 in the Sharp Park neighborhood. Staff continues working on building out the routes by enrolling new clients and processing their intakes as soon as possible
- San Francisco State University (SFSU) School of Nursing students finished their semester work the first week in December and were instrumental to Meals on Wheels. The skilled nursing students are assisting with completing the required quarterly re-assessment which are done via home visits while others are completed via telehealth. These re-assessments are vital to our program as it ensures that seniors continue to qualify for Meals on Wheels. Students also assist with running a route in the morning and checking in with seniors to make sure that they are safe at home and have the necessary resources and information to thrive independently and with dignity. The feedback continues to be positive, and we look forward to our continued partnership with San Francisco State University! A new group of four students will be returning the in February 2024.

- In December, through the generous donations from the Pacifica Police Officers Association, Pacifica Police Supervisors Association, Pacifica Police Reserve Officers, and department staff, we were able to provide \$25 gift cards to the clients of Meals on Wheels. There were also additional donations from LaFayette Family Trust for \$300.00 and Pacifica Garden Club \$150.00 to help support the program.

