



Scenic Pacifica  
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## CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506

[www.cityofpacifica.org](http://www.cityofpacifica.org)

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MAYOR  
Sue Beckmeyer

MAYOR PRO TEM  
Mary Bier

COUNCIL  
Mike O'Neill  
Sue Vaterlaus  
Tygarjas Bigstycck

Wednesday, January 27, 2021

Virtual Meeting via Zoom Link: <https://zoom.us/j/95832189618>

### **CORONAVIRUS DISEASE (COVID-19) NOTICE**

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-25-20 AND N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT AND PURSUANT TO THE ORDERS OF THE HEALTH OFFICER OF SAN MATEO COUNTY DATED MARCH 16, 2020, MARCH 31, 2020, APRIL 29, 2020 AND MAY 15, 2020. THIS MEETING IS NECESSARY SO THAT THE CITY CAN CONDUCT NECESSARY BUSINESS AND IS PERMITTED UNDER THE ORDER AS AN ESSENTIAL GOVERNMENTAL FUNCTION.

Consistent with the above-referenced Orders, this City Committee Meeting will not be physically open to the public and Committee Members and staff will be video/teleconferencing into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public can observe and participate in the meeting as detailed below.

- To Observe the Meeting:
- To access the meeting by computer/smartphone, go to:
- To dial-in via phone +1 (669) 900-6833 Then webinar ID: 958 3218 9618

How to Submit Public Comments:

**During the Meeting:** Live verbal public comments may be made by members of the public joining the meeting via Zoom (computer, smartphone/tablet app, or phone). Zoom access information is provided above. Use the "raise hand" feature (for those joining by phone, press \*9 to "raise hand") during the public comment period for the agenda item you wish to address. City staff will call on people to speak by name provided or last 4 digits of phone number for dial-in attendees. Please clearly state your full name for the record at the start of your public comment. You will have 3 minutes to speak unless modified by the meeting chair.

**Before the Meeting:** Written public comments for the record may be submitted in advance by 4:00 p.m. on the meeting date by email to: [seeleyk@ci.pacificaca.us](mailto:seeleyk@ci.pacificaca.us) and will be made part of the written record but will not be read verbally at the meeting. Written public comments submitted by email should adhere to the following:

Clearly indicate the Agenda Item No. or topic, or specify "Oral Communications" in the Subject Line for items not on the agenda

Include the submitter's full name.

Note: The format of this meeting may be altered or the meeting may be cancelled, if needed. You may check on the status of the meeting by visiting the City's website at [www.cityofpacificaca.org](http://www.cityofpacificaca.org) for any updates.



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

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**Regular Meeting – 7 PM**  
WEDNESDAY, January 27, 2021  
VIA Zoom Link: <https://zoom.us/j/95832189618>

**CALL TO ORDER**

**7:00 PM REGULAR MEETING**

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

**Regular Meeting (12/16/2020)**

**IV. ADOPTION OF AGENDA**

**V. SPECIAL PRESENTATION**

Pacifica Child Care Services – Fairmont Park Care Site Coordinator: Lillian Paulsen  
Introduction of new Recreation Manager Amy Andonian

**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 Program Update
- E) Senior Services and Food Services Update

**VIII. ITEMS FOR CONSIDERATION**

None

**IX. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS**

**X. REPORTS FROM STAFF**

- A) Mike Perez

**XI. ADJOURNMENT**

**Next Study Session: TBD**

**Next Regular Meeting**      Tentatively 02/24/2021

**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.**



# Staff Report

Item VII)

Date: January 27, 2021

To: Members of the Parks, Beaches and Recreation Commission

From: Michael Perez, Director

Subject: Administrative Update

On the following pages you will find our December/end-of-year quarterly reports, representing the final three months of programs and activities of 2020. I want to express my appreciation to the hard working Parks, Beaches and Recreation (PB&R) staff for all their efforts this past quarter as well as the entirety of 2020. As we have now passed the 10-month mark since closing down most of our programs and facilities on March 16, 2020 due to COVID-19, it is important to note the commitment and perseverance of our employees who are working hard to be of service to our community.

## **Budget**

Due to the impact of COVID-19 on our programs, we are experiencing a decrease in revenue. However, we are also experiencing decreases in expenditures. At the end of December, staff began analyzing our year-to-date financials as part of an earlier mid-year budget process. At the time of the writing of this report, City staff are hard at work preparing this information. It is anticipated that the City Manager and Assistant City Manager will deliver the mid-year budget report to City Council on February 8. Soon after, the annual budget “season” process will start with work on the 21/22 fiscal year budget.

## **Staffing Update**

Amy Andonian was hired as our new Recreation Manager for the Parks, Beaches and Recreation Department, filling the spot of Jim Lange who recently retired. Amy spent the past six years serving as the President and CEO of Avenidas, a well-known nonprofit organization based in Palo Alto that delivers a wide variety of innovative programs and services for older adults living in Northern Santa Clara County and Southern San Mateo County.

She has a rich background in nonprofit administration, program management, fund development, and social work, specifically working with older adults and their families. She earned a BA in Human Biology from Stanford University (concentrations: Gerontology and Public Health) and completed anthropological research at the University of Queensland in Australia.

Prior to joining Avenidas in 2014, Amy was Vice President of the Home Care & Support Services Division at the Institute on Aging and a Program Director of Adult Day Care and

Caregiver Support Services at Catholic Charities of Santa Clara County. Amy's first day is January 19, 2021. Her office is in the Community Center and she can be reached at 650-738-7352 or [aandonian@ci.pacifica.ca.us](mailto:aandonian@ci.pacifica.ca.us)

### **2021 Commission Work Plan Items**

At last month's regular meeting, Commissioners discussed 2021 work plan items, reaffirmed staff recommendations and added a few items to the list. Those items include:

- **Surf Camp/School Policy** – this item has been on several regular meeting and study session agendas since the summer and was a standalone item for consideration at the December 16, 2020 meeting. Commission approved staff recommendations which included:
  - Suggested minor edits/changes to the existing policy for 2021.
  - Extension of current CAPP program for 2021.
  - Creation of a working group committee that will make recommended changes to the policy in order to create a Community Access Partner Permit (CAPP) program as well as address overall policy considerations. This included a suggested timeline – to begin in February and to report back in June.
  - Appointed Commissioner Kellogg and Chair Abbott to the working group subcommittee.
  
- **Tree Appeals** – Commission was looking for help, information, clarification and background to assist in decisions they can make on mitigation as well as assessment on items relating to tree appeal decisions to aid in preparation and an increase in knowledge. Although there is an RFP moving forward for work through the Department of Public Works (DPW), there is a strong possibility that appeals will come up prior to the completion of that work. They had requested something like an educational session. Staff has been in contact with City admin, DPW and Planning and will work on such a meeting where existing codes and procedures can be clarified and other potential concerns/questions can be addressed as appropriate.
  
- **Poet Laureate** – In 2013, the selection of the City's Poet Laureate became the responsibility of the PB&R Commission. The Poet Laureate's serve three-year terms. Our current Poet Laureate, agreed to continue past her term as we were coming to grips with COVID-19. Choosing the next Poet Laureate can be part of the 2021 work plan should Commission wish. Commissioner Benton Shoemaker and Chair Abbott volunteered to be on the ad hoc committee.
  
- **Bike Park** – In November there was a PB&R Commission/City Council joint study session on the Bike Park topic, which included a presentation from the Bike Park Committee. Based on discussion and input from this meeting, the Bike Park Committee will begin working on items relating to next steps including looking closely at their survey info, using Flash Vote as another surveying method and more evaluation on site selection. Recreation Coordinator Anthony Schriver is the PB&R staff liaison to the group, and Commissioners Kellogg and Lusson have volunteered as liaisons. Commissioner Marchetti volunteered to be an alternate.
  
- **Bike and Pedestrian Master Plan** – Commissioners asked about next steps and updates on the plan and any projects. Deputy Director of Public Works, Sam Bautista, reported that as

grants are available staff will apply. Information and/or the need for Commission/B/BAC input will be made available as appropriate.

- **Parks Master Plan** – Currently there is no master plan for the parks; however, there is a Capital Improvement Program (CIP) to address upgrades to City playground structures. The department did go through a master plan process, which was not completed, over 15 years ago. Staff will discuss the idea with DPW staff and bring this item back to the Commission later in the year.
- **Liaison Assignments** – At the December meeting Commissioners volunteered for various liaison assignments, which are attached to this report.



# Staff Report

Item VII B)

Date January 27, 2021

TO: Members of the Parks, Beaches and Recreation Commission

FROM: Anthony Schriver, Recreation Coordinator

SUBJECT: Aquatics Division Update October – December, 2020

## Adult Lap Swim and Water Aerobics

During the months of October through December we were able to operate Adult Lap Swim and Water Aerobics at the Terra Nova Outdoor Pool with restrictions set in place by San Mateo County and State of California. Restrictions include:

- 45 minute lap swims with a reservation only.
- All persons in the facility are required to wear face masks except when they are in the water.
- Participants are able to reserve a lap lane through sign up genius and pay the \$10.00 fee. Water aerobics operates the same but with 10 participants spread out in one lap lane with a one lane buffer Tuesday through Thursday at 10am and 11am.
- Participants are physically distanced six feet apart at all times.
- Participants entering the facility must have their temperature checked with a touchless thermometer and do a self-health screening to ensure they are not showing symptoms of the COVID-19 virus.
- Participation is limited to one person per lap lane,
- Swimmers must come to the pool prepared to swim in their swim suites.

Unfortunately, due to State regulations the locker rooms, showers, and water fountains are closed to help minimize any potential spread of the COVID-19 virus. Only the bathrooms are open for use when needed.

The attendance for both Lap Swim and Water Aerobics was as follows: October - 1,793, November - 1,382, and December - 1,059 for a total of 4,234 participants safely using the pool. At \$10 per swim this generated a revenue total of \$42,340.

Participants have been thrilled to get back in the pool since most gyms, fitness centers, yoga studios and other indoor pools have been closed during this COVID-19 Pandemic. Swimmers have been very complementary of our safe operation.

Back in August of 2020, all indoor pool operations were shut down due to State of California regulations. This effected indoor businesses such as gyms, fitness centers and indoor pools. We were able to reopen at Brink pool November 7<sup>th</sup> – November 16<sup>th</sup> only to be shut down again on November 17<sup>th</sup>. This was once again very unfortunate for our swimmers and water aerobics participants. We moved quickly on the 16<sup>th</sup> of November and were able to shift our pool operation safely back to the Terra Nova High School Outdoor Pool the following day on the 17<sup>th</sup>.

Swimmers have been very grateful and thankful for our services as swimming is very therapeutic, great exercise and indoor pools are not an option for swimming right now. All safety regulations and protocols which were used at Jean E. Brink pool have been carried over to Terra Nova. A couple of changes had to be instituted because of some restrictions in using Terra Nova. There is one less lane which limits the water aerobics to 10 instead of 20 and the inability to collect fees (due to Wi-Fi and security issues) forced us to look at other ways to collect the fees. Fortunately sign-up genius has the ability to collect the fees for us and send us a check. We are so thankful and grateful to the Jefferson Union High School District for allowing us to utilize the recently renovated TNHS Pool at no additional cost.

One drawback to using an outdoor pool is the weather. During the fall and winter months swimmers face the possibility of inclement weather from both cold and rain. Our dedicated swimmers and staff have been braving the elements and powering through. Thankfully we have still been experiencing some very nice weather.



On July 20, 2020 Pacifica Senior Services introduced a new aquatics program—“**Sirkka Niukkanen Senior Swim Program**”. This program is designed to subsidize the difference between the current COVID-19 fee and the pre-COVID-19 senior fee.

I.e.	Current COVID-19 Senior Drop in fee:	\$10.00
	Pre-COVID-19 Senior Drop in Discount fee	<u>\$ 5.00</u>
	Sirkka Niukkanen Senior Program subsidy	\$ 5.00

This program is for residents of Pacifica who are seniors 60+ years of age. Senior participants will continue to pay \$5.00 per swim and must reserve a lane Monday-Saturday 8am -2pm through the online reservation system, [signupgenius.com](https://signupgenius.com). Swim slots are one hour (45 min. swim) and COVID-19 aquatics restrictions must be followed. In order to qualify for this program you will need to provide a photo ID showing both your birthdate and address the first time you swim. Due to the generosity of Ms. Niukkanen 1,311 swims were provided to the seniors in our community during the months of October-December. Many of these seniors are on fixed incomes and they are so grateful and appreciative of this swim program during these unprecedented times. A huge thank you to the Senior Services Division and the Sirkka Niukkanen Swim Program and Sirkka Niukkanen Trust Fund.





### **Pacifica Sea Lions workouts (PSL)**

PSL Swim Team Members 12 and up have been conducting workouts similar to our adult lap swim program. Parents of PSL athletes are able to make a reservation for 45 minute coached workouts. Cost for these workouts are \$10 per PSL member. Parents are delighted and thankful for our PSL workout programs M-F 3:00-6:00pm. In October we had 396 swimmers workout bringing in \$3,960. In November we had 414 swimmers workout bringing in \$5,600 and in December we had 340 swimmers bringing in \$3,400 totaling \$12,960. Participation number may have dropped due to smoke, cold weather and holidays. We will continue to hold PSL workouts at the TNHS Pool until we are allowed to go back to the Jean E. Brink Pool.

I would like to commend all of our dedicated staff for their service as they are our frontline workers serving our community for a sport and workout loved by many participants. Participants have, and continue to commend our staff! They are constantly thanking us and commenting on how awesome and amazing a job we are doing and how safe they feel while in our pools. We are happy and it's our pleasure to be of service.





CITY OF PACIFICA



# Staff Report

Item VII. C

Date: January 27, 2021

To: Members of the Parks, Beaches and Recreation Commission

From: Tracy Gilbert, Child Care Services Supervisor

Subject: Child Care Division Update October-December 2020

## **SANTA CLAUS VISITS CHILD CARE SITES**

Santa Claus visited the Child Care sites on December 17, 2020. Due to the on-going pandemic, Santa and the children wore their face masks during the visits. The pictures below demonstrate how well the children and staff are practicing the health and safety protocols related to the pandemic. A big **THANK YOU** to Tony Sanders for “playing” Santa Claus for the children.





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### **QIRS GRANT**

The Child Care program received Quality Improvement Rating System (QIRS) grants again this year totaling over \$17,000 from the County. The Child Care staff used a portion of this money to purchase:

- Five iPads for the preschool classrooms,
- Complete Ages & Stages Questionnaires (ASQ) Program that provides reliable, accurate developmental and social-emotional screenings for children
- Numerous other classroom purchases to support social-emotional learning.

### **PART-TIME STAFF RECRUITMENT UPDATE**

The Child Care division is in the process of hiring three part-time staff to satisfy the continued need for additional classroom support. As the pandemic continues, the maximum number of children per classroom remains at 14. Although the classroom numbers are small, Child Care employees must continue to provide support for distance learning as well as practice continued disinfecting and sanitizing procedures in addition to regular day to day classroom management tasks. The hiring of these additional part-time staff will allow for full-time staff to be able to take some much needed time off.



## **CHILD CARE RELIEF FUND**

The Child Care division received a San Mateo County CARES Act grant in the amount of \$55,000. These funds were distributed after submitting an application to support Child Care programs adversely impacted by COVID-19 that provide Child Care services to the most vulnerable children.



**NO CHILD CARE. NO RECOVERY.**

Child care providers have safely delivered care throughout the pandemic to keep our essential services and economy running. Still, half of SMC's child care providers could close permanently due to the pandemic. **We must invest now to save child care.**

- This loss would have an economic impact of **-\$3.6 billion** annually to San Mateo County.
- **Women are disproportionately burdened** by the lack of child care, taking pay cuts, demotions, and leaving the workforce, entirely. The loss of leadership is straining our organizations and sending us backwards.

*“Childcare is now a top-tier issue for everyone in the business community. The lack of child care options hinders our ability to reopen the economy.”*  
- US Chamber of Commerce Foundation

**CHILD CARE IS A WISE INVESTMENT**

**Every \$1 invested in child care results in \$2 of short-term and \$13 of long-term economic output.**

In July, the San Mateo County Board of Supervisors allocated \$2M of CARES Act funds to provide grants of up to one month of operating expenses (\$10K for family child care homes and \$55K for centers @\$1,300/month/child). While a good start, **this is not enough.** Our goal is to **raise \$2M in additional donations to support 3,000 more vulnerable children** and preserve this vital community infrastructure.

**FOR MORE INFORMATION AND TO DONATE:**  
Visit [bit.ly/ChildCareInvestment](https://bit.ly/ChildCareInvestment)

 SAN MATEO COUNTY

**CHILD CARE RELIEF FUND** 



# Staff Report



Item VII D

Date: January 27, 2021  
To: Members of the Parks, Beaches and Recreation Commission  
From: Sydney Bliss, Recreation Coordinator  
Subject: Recreation Division and Community Center Rentals Update  
October – December 2020

## **Youth & Teens**

### **Youth Advisory Board**

The Youth Advisory Board (YAB) is a group of teens that are dedicated to serving their community. They are the voices of the youth of Pacifica and currently there are eight members who sit on the board. The Pacifica YAB has plans to meet virtually to plan upcoming virtual events. We are always recruiting for new members, however this has been particularly difficult this year due to Covid-19.

### **Virtual Website:**

At the beginning of the COVID-19 shutdown the Parks, Beaches, and Recreation Department created a virtual website for the community. On the website you will find links to games, educational supplements, fitness classes, and much more. We continue to update this sight to make it fresh and more informative as we go along. During this quarter we have had 53 clicks on the page. This number is down from last quarter's 78 clicks, but we are looking to increase the page popularity by more advertising on Facebook and Nextdoor. To access the website;

[https://www.cityofpacifica.org/depts/pbr/virtual\\_community\\_center.asp](https://www.cityofpacifica.org/depts/pbr/virtual_community_center.asp) .

## **Special Events**

### **Story Time Facebook Posts**

Beth Phipps, our Assistant Recreation Supervisor was able to dress up as a few different characters and read children's stories for youth of all ages on the Pacifica Facebook page. Her characters included Sandy Witch, Autumn, and Mrs. Clause. The children's stories were relevant to the time of year and were a fun Friday activity that was completely virtual. To view any of these videos;

<https://www.facebook.com/PacificaRecreation>

## **Halloween Drive Thru – October 31<sup>st</sup>, 5:30 pm-7:30 pm**

The Halloween Drive Thru was a success bringing community members in their cars to the City Hall parking lot. 272 cars came thru the space and received a prepackaged bag of candy! Staff dressed up and directed people to Sandy Witch at the end of the drive for their delicious treats. The Pacifica Spindrift Players sent two volunteers to help with this event and we are excited to partner with them for future Halloween activities.

GET CONNECTED WITH PACIFICA PARKS,  
BEACHES, AND RECREATION

# HALLOWEEN DRIVE THRU

More Treats than Tricks at a bloodcurdlingly boo-tiful  
scare-fest!

## Free Event

October 31, 2020 | 5:30PM-7:30pm  
Enter at 170 Santa Maria Ave. Exit at Salada



A small bag of candy will be provided to each person in costume  
while supplies last.

COVID-friendly protocols will be followed  
to ensure items are safely provided  
through car windows.



For more information contact (650)738-7376



## **Elves in the Park Facebook Posts**

What is better than one elf in the park...? Two elves! Two local Pacifica volunteers got dressed up and posed for photos in various Pacifica locations. We took pictures of them doing good deeds and following Covid guidelines (yes, these elves were from the same family). When we posted the pictures to Facebook we also added little rhymes to describe what they were up to. Here is an example.

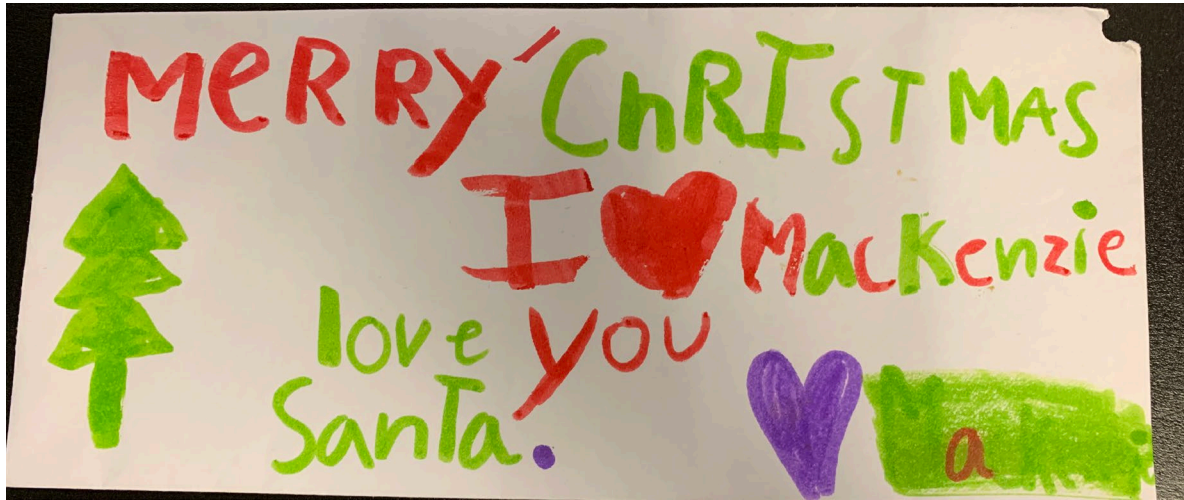
Good elves sanitize their hands,  
Before and after playing at the park,  
They love to sing and dance to bands,  
Especially on Christmas Eve after it gets dark.





## Letters to Santa

Children of all ages were encouraged to write a letter to Santa about what they wanted this year and drop their letters off at a North Pole mailbox. The Chamber of Commerce donated and assembled six Santa's mailboxes and we located them at each of our childcare sites. Another box was decorated and left at the Boys and Girls Club. In total we received 168 letters to Santa. Santa's helpers created a letter to send back to every participant and the program was very successful.



DEAR SANTA CLAUS,

MY NAME IS Sienna

I AM 6 YEARS OLD!

I LIVE IN THE GREAT TOWN OF Pacifica

THIS YEAR I'VE BEEN REALLY good AND IT WOULD BE SUPER LOVE IF YOU COULD BRING ME THESE THINGS THIS YEAR:

Toy Horse camera  
COMPUTER Toy Cat  
new headphones

THANK YOU! YOU'RE THE BEST SANTA EVER!

P.S. PLEASE TELL MRS. CLAUS AND THE ELVES thank you FOR ME.

DEAR SANTA CLAUS,

MY NAME IS Michole

I AM 6 YEARS OLD!

I LIVE IN THE GREAT TOWN OF Pacifica

THIS YEAR I'VE BEEN REALLY Good AND IT WOULD BE SUPER happy IF YOU COULD BRING ME THESE THINGS THIS YEAR:

I will have a gum  
I will have star fin tail reel



### **Home Decorating Contest**

Pacifica residents were encouraged to get into the holiday spirit and decorate their homes for the home decorating contest. Once again we partnered with the Pacifica Chamber of Commerce to advertise and help collect prizes. Houses were judged on the following categories; Best Holiday Theme, Best Lawn Display, Best Classic Lights and Best Wow Factor. We had seven entries, with four winners and three runner ups. The winners received a \$100 cash prize, donated by Eccleston Real-estate and the runner ups received \$25 gift cards to Target as well as some City and Chamber swag. This event was advertised on Facebook and Next-door, however we did not get the participation we were hoping for. If we are to continue to run this event in the future, staff will do some creative thinking on how to get the word out and inspire more entries.



### **Santa Claus is Coming to Town**

Due to the cancelation of the Annual Holiday Extravaganza, PB&R joined forces with North County Fire, Pacifica PD, and Pacifica Public Works to bring Santa to Pacifica. Community members were encouraged to wave to Santa while following Covid precautions. Santa was on the vintage Pacifica fire engine and we had Mrs. Clause on the Pacifica Police Department's open air vehicle. There were two routes taken; one route focused on the south end of Pacifica and one focused on the north end of Pacifica. The event was posted on Facebook and Nextdoor to drum up participation and the City



encouraged social distancing. Our goal was to bring joy to the community while living in a time of social distancing and sheltering in place. A link to a live tracking app was provided so that community members could follow where Santa was located. With this new app we were able to see that 320 people were following Santa's route. There was great participation from the community and the event was well received.



### **Pacifica Community Center**

Between the months of July and September, the Community Center was unoccupied to community renters. The building was used for Seniors Meals on Wheels and Seniors Grab and Go lunch. Ongoing Rentals and Special Event Rentals stopped March 13<sup>th</sup> due to COVID19.





# Staff Report



Item VII. E)

DATE: January 27, 2021

TO: Members of the Parks, Beaches and Recreation Commission

FROM: Jim Lange, Retired Recreation Manager

SUBJECT: Senior Services Division Update October - December 2020

## **Manager's Report**

### Funding update:

Pacifica Senior Services will be receiving \$178,976 in Family First COVID Relief Act (FFCRA) and CARES Act funding for our services in Congregate and Meals on Wheels "Grab and Go" programs. This allocation is an increase of our original 2020/21 inter-governmental funding contract with Aging and Adult Services by \$35,296 in Congregate, additional \$20,250 for Meals on Wheels and \$30,646 for programs we were not contracted for—resulting in a total of \$86,192 additional funds.

Our regular Meals on Wheels clients are still being funded with Older American Act (OAA) funds and is not part of this funding. Other services which we were not in contract for but will be reimbursed for include our wellness calls, shopping assistance program, and our virtual classes. FFCRA and CARES Act funds can be used for fiscal year 2020-2021 and continue thru September 2021. If we fall short of funds in our Grab and Go programs by overserving our units of service we can then revert back to OAA funds to cover the shortfall (up to approximately \$37,000).

Efforts were made for an additional \$25,000 grant from Meals on Wheels America (MOWA), but was declined due to the number of applicants. This was the third round of COVID relief grants offered by MOWA. Pacifica had already received funds from the first two rounds—totaling \$22,800.

The Giving Tree program received donations of \$9,540 between the months of October - December

COVID-19 updates:

### Age Friendly Cities (AFC) update

The City of Pacifica was recognized as one of the first three cities to be certified as an Age Friendly Community by the World Health Organization (WHO) during San Mateo County Supervisor David Canapa's county wide meeting in July. Roy Earnest, Pacifica's AFC Chair, represented Pacifica with a short presentation of our efforts—which included an update of our CaR Transportation program.

We have witnessed an increase in trips for medical appointments and number of rides. There are currently 264 Pacifica residents 65+ years old registered in the program since the roll-out November 4, 2019.

### Senior Services Administration

Our vacant Transportation Specialist-“Class B” Bus Driver position remains open and recruitment will not start until we plan to resume our Transportation Services. This position will assume all transportation services operations--including the CaR program.

### Building & Facilities

The new Community Center Playground is opened and being enjoyed by many with COVID protocols in place. New walkways and railings have been installed for ease and safe access.

A retaining wall with landscaping was constructed to brace the new walkway at the East end of the walkway by the entrance to the skate park is completed. Landscaping was part of the EQ Basin contract since existing landscape was removed for construction.

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

#### **Congregate “Grab and Go” Lunch Program**

The “Grab and Go” lunch program continues to be a huge success. Along with the meals, efforts are made to distribute printed educational material pertaining to COVID-19, “brain teasers”, as well as offer of books and jig saw puzzles. Senior Services staff dressed up for Oktoberfest, Halloween, and Santa Claus passed out Candy Canes for the Holidays!

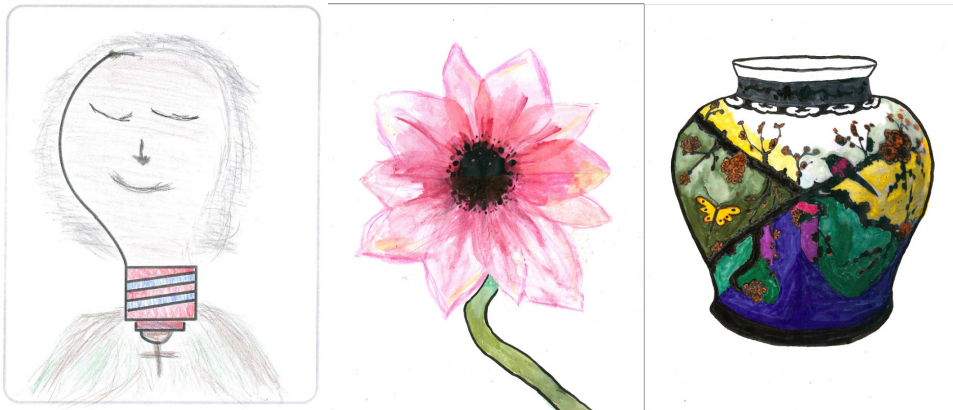


#### **Reimagining Programs**

All in-house classes, programs, services, and activities continue to remain suspended (since March 16, 2020). Senior Services staff continue to strategize ways to reimagine programs. Pacifica Senior Services has created a Virtual Senior Center page to give seniors a nice way to get a break from their routine at home and keep them entertained. The Virtual Senior Center consists of URL links that will direct participants to fitness, puzzles, games, and more! The URL links are posted online at [www.cityofpacific.org/seniorservices](http://www.cityofpacific.org/seniorservices) and in the Senior Tidings newsletter. Currently, nine classes and services are being offered virtually through Zoom: American Line Dancing, Aerobics, Chair/Mat Yoga, Rosen Method Movement, Zumba Gold, “STAGES” Drop-in Discussion, Drop-in Grief Support, and Ukulele Class Jam Session. Virtual Bingo hosted by PB&R on Zoom is held weekly on Wednesdays at 3pm, and participation is steady averaging 10 people since we started this program in July. Senior Services staff continues Virtual Coffee Happy Hour via Zoom on Thursdays at 10am. This is a time to provide updates, conversation, reconnect, check in, and share a laugh.

Pacifica Senior Services has been working closely with the Sanchez Art Center, offering Pacifica Residents 60+ years old to take part in a short three month Creative Art Engagement program.

Believe it or not, anyone and everyone has an artistic side! Sanchez Art Center Executive Director, Cindy Abbott, has been helping distribute art kits during “Grab and Go” lunches, and is keeping on top of the Zoom meetings where participants can meet artist Lola Franknoi. This wonderful program has been sponsored by Pacificans Care.



Pacifica Senior Services held an Outdoor Rummage Clearance Sale on October 24, 2020. The sale was held in the East Side Parking lot of the Pacifica Community Center. The idea of this event was to clear out storage space in the Community Center. We followed CDC rules, had a sanitation station, masks and social distancing were required, and one way foot traffic was enforced. Volunteers and staff helped set up, break down, and sell items fundraising \$1,661 for Senior Services in one day!



In October, Pacifica Senior Services promoted an at-home pumpkin decorating contest where seniors could transform a pumpkin into a “boo-tiful” Halloween decoration. Participants were welcome to paint, carve, or decorate a pumpkin. This activity was intended for folks to take a break from the news, and join in an activity they most likely haven’t engaged in since they were young. There were 24 entries posted to the Pacifica Senior Services Facebook page, and the top three entries with the most ‘likes’ won a prize!





This year we honored and thanked our Veterans through sidewalk chalk art. Seniors were welcome to drop by the Pacifica Community Center to express their appreciation for our Veterans. The chalk walk was stationed in front of the Community Center on November 9<sup>th</sup> and 10<sup>th</sup>. We encouraged participants to bring their own chalk, however, we had chalk available while supplies lasted.



Due to the Volunteer Appreciation event being cancelled in April, Pacifica Senior Services staff decided to go through with a drive-thru Volunteer Appreciation on November 23, 2020. Volunteers received a Pacifica Senior Services tote bag, volunteer pin, certificate, and Edible Arrangement dessert. Volunteers who have put in 20+ years of service at our Center received a bouquet of flowers. This event was well attended, and efforts were made to make sure every single one of our volunteers have not been forgotten amid the pandemic. Our Center would not be able to operate our services without our volunteer's time, dedication, and support! We are so thankful to have our volunteers as part of our team.





Pacifica Senior Services staff “surprised” Recreation Manager, Jim Lange with a drive by retirement parade on December 17, 2020. Invitations were sent out to all SIA members and City staff. Approximately 120 vehicles lined up in Parking Lot C and paraded through the East Side parking lot of the Pacifica Community Center. While we miss Jim already- we wish him nothing but the best in this next chapter of his life!



The Holidays were celebrated a bit differently this year, but definitely still remembered. For Thanksgiving, we continued our annual Thanksgiving feast during “Grab and Go” which included: roast turkey with stuffing, mashed potatoes, green beans, toss salad, and a roll. Staff also surprised participants with pumpkin pie! Senior Services joined efforts with the PB&R Department for the Santa parade on December 5, and appreciated seeing several SIA members sitting curbside watching Santa drive-by neighborhoods in Pacifica. The same day as Jim’s drive-by retirement parade, we also had our Holiday Luncheon advertised. Mrs. Claus made a special appearance, helped pass out meals, and added so much more excitement on top of the retirement parade. In addition, “Grab and Go” lunch was full of fun Holiday surprises on December 23. The luncheon unexpectedly changed to Prime Rib as a special Holiday meal for our “Grab and Go” participants. Food Coordinator, Steve Humphrey and SIA member, Tommy Lee sang some Christmas carols as cars drove by, and Santa came by for a special visit!



## Senior Nutrition Programs (Submitted by Stephanie Coy, Community Services Coordinator)

### Meals on Wheels (MOW)

- Meals on Wheels volunteers delivered 6,482 meals to our frail homebound clients enrolled in the MOW program and an additional 790 meals to seniors “Sheltered in Place” during the second quarter of 2020-21.
- Unduplicated clients were 128 homebound seniors (114 MOW clients + 14 “Grab and Go” delivered clients). Meals continue to be delivered fresh daily M-F and frozen meals for weekend and holidays delivered on Fridays or the day before the holiday.
- The average client donation for service is \$1.47 per meal.
- Our continued collaboration with students from the San Francisco State University School of Nursing was very successful. Although traditional home visits were not conducted, the nursing students completed 100% of the assessments due for this quarter over the phone. Client files are up-to-date and we received client feed-back that they appreciate the call from a nursing student.

- After having built out our 7th route last quarter, we continue to build out our substitute volunteer pool. We lost volunteers when COVID began (due to COVID), but we have recruited new volunteers. Our routes continue to be fully covered and reliant on committed volunteers.
  - We have 35 consistent volunteers who are assigned to a route and an additional 11 volunteers who are called upon to substitute.
- Meals on Wheels participated in the official 2020 Subaru Share the Love Event. Subaru and Meals on Wheels America partner annually to bring donations to various charities and organizations. We initiated a partnership with our local dealership, Carlsen Subaru in Redwood City to place Meals on Wheels City of Pacifica on a platform with an incentive to motivate car buyers to choose donations to go directly to us. We will submit our efforts in a proposal to Meals in Wheels America in January 2021 to increase our chances of receiving a higher donation amount for our participation in promoting the event.

## **Information & Referral Services (Submitted by Karen Parque, Information & Referral Coordinator)**

### Congregate (currently 100% "Grab and Go")

- "Grab and Go" drive-thru program has served 6,649 meals during the second quarter of 2020-21.
- There were approximately 74 unduplicated seniors picking up meals during the months October - December.
- Fresh meals continue to be picked up M-F between 11:30am-12:30pm from the East driveway of the Community Center.
- Our Thanksgiving Feast was a big hit. We handed out 141 meals.

### AARP TAX Services

Tax season prep is still not out of the picture for this coming tax season. Work is currently being done to organize a safe and healthy way to get taxes done.

### Medical Supply Loan Program

- The Medical Supply Loan Program is still ongoing, we provided 10 pieces of equipment. Due to COVID it's a little harder to get the equipment to our seniors, but we are making it work. Items loaned included canes, walkers, shower chairs, commodes and wheel chairs.

### Shopping Assistance for Homebound Seniors (SASH)

SASH volunteers shop for homebound seniors in need of groceries and household supplies. We currently have 12 SASH clients and 5 SASH Volunteers. Our volunteers have been shopping for our clients once a week for the past 9 months.

Transportation (Submitted by Karen Parque, Information & Referral Coordinator)



CaR Program (Connect a Ride) update:

CaR ridership has begun increasing and expanding distance since the COVID-19 “Shelter in Place” began. We have witnessed an increase in trips for medical appointments as well as the overall number of rides. There are currently 288 Pacifica residents 65+ years old registered in the program since the roll-out November 4, 2019.

Month	Days of Service	Invoice Balance	Avg. Rides	Avg. Monthly Fare	Medical	Bart	Local
October	31	1651.48	78	21.17	16	0	62
November	30	1508.57	67	22.51	13	0	67
December	31	1263.75	62	20.38	12	0	50
TOTAL	92						

**Update on our bus:**

The little bus was able to drive through Pacifica with Santa Claus, and came out for Jim Lange’s retirement drive by.

The big bus remains in the yard. It is started weekly.

# PARKS, BEACHES AND RECREATION DEPARTMENT COMMISSION LIAISON ASSIGNMENTS (Updated 12/16/20)

COMMITTEE	MEETINGS	LIAISON
Beautification Committee	1 <sup>st</sup> Wednesday, 6:30 pm EOC	Commissioner Benton Shoemaker
Mural Subcommittee		
Economic Development Committee	2 <sup>nd</sup> Tuesday of the month, 6pm at EOC	Commissioner Abbott
Library Advisory Committee		Commissioner Benton Shoemaker
Open Space and Parkland Advisory Committee	3 <sup>rd</sup> Wednesday, 6:00 pm PB & R Conference Room	
Childcare Services	As needed for issues/events, Contact Tracy Gilbert	Commissioner Marchetti
Pool/Aquatics Liaison	As needed for pool issues/events Contact Anthony Schriver	
Senior In Action Council	Senior Advisory Council meets 3 <sup>rd</sup> Monday, 10:15am if you can make it	Commissioner Abbott
Youth Advisory Board	2 <sup>nd</sup> & 4 <sup>th</sup> Wed Schedules permitting Community Center 6:00-7:00 pm Contact Sydney Bliss (738-7376) for meeting schedule	Commissioner Kellogg
4 <sup>th</sup> of July Celebration	July 4 <sup>th</sup> planning meetings, July 4	Commissioner Marchetti
Earth Day Planning Committee	As needed	Commissioner Knowles
Pacifica Junior Olympics and Family Fun Fest	As needed	Commissioner Lusson
Pacifica Bike Park Committee		Commissioners Kellogg, Lusson, & Marchetti
Poet Laureate		Commissioners Benton Shoemaker, & Abbott
Surf Camp/School Committee		Commissioners Abbott, Kellogg, & Knowles
Beach Coalition Committee	Lynn Adams <a href="mailto:lynn4promos@aol.com">lynn4promos@aol.com</a> or 355-1668	Cynthia Knowles
Chamber of Commerce	<a href="http://www.pacificachamber.com">www.pacificachamber.com</a>	
Tree City Pacifica		Gail Benton Shoemaker