



AGENDA

Parks, Beaches and Recreation Commission City of Pacifica

**WEDNESDAY, January 22, 2020 CITY COUNCIL CHAMBERS
2212 Beach Boulevard**

**CALL TO ORDER
7:00 PM REGULAR MEETING**

- I PLEDGE OF ALLEGIANCE**
- II ROLL CALL**
- III APPROVAL OF MINUTES** Regular Meeting December 18, 2019
- IV ADOPTION OF AGENDA**
- V PUBLIC HEARINGS**
 - A) Heritage Tree Appeal [HT-519-19](#) - 606 Canyon Drive.
- VI 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
- VII ORAL COMMUNICATIONS**

This is the time set aside for the public to address the Commission on items not appearing on the agenda, public input will be considered for items at this time. Please state your name for the record when addressing the Commission. Statements will be limited to three (3) minutes.
- VIII ITEMS FOR CONSIDERATION**
 - A) Bicycle and Pedestrian Plan Update - Draft Plan Recommendation
- IX REPORTS, ANNOUNCEMENTS AND CORRESPONDENCE FROM COMMISSIONERS**
- X REPORTS FROM STAFF**
 - A) Director Perez

Next Regular Meeting February 26, 2020

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 December 18, 2019
City Council Chambers
2212 Beach Blvd.
Pacifica, CA 94044

CALL TO ORDER:

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

I PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by **Commissioner Abbott.**

II ROLL CALL:

Commissioners Present: Chair Knowles, Commissioners Abbott, Kellogg, Lusson, Poblitz, Benton Shoemaker, Heywood

Commissioners Absent: None

Commissioners Excused: None

Staff Present: Director Michael Perez, Recreation Specialist Linda Hanssen

III APPROVAL OF MINUTES:

Chair Knowles called for a motion to approve the minutes of the 10-23-19 meeting.

Motion was made by Commissioner Abbott, seconded by Commissioner Kellogg, motion carried 5-0.

IV ADOPTION OF THE AGENDA:

Chair Knowles called for a motion to change the order of the agenda putting Public Hearings first before Items for Consideration. **Motion was made by Commissioner Kellogg, seconded by Commissioner Benton Shoemaker, motion carried 7-0.**

V INTRODUCTION OF NEW COMMISSIONERS:

Commissioner Gail Benton Shoemaker: Has had three primary careers. A producer with public television, founder and executive director of Pacifica School Volunteers, and Program Officer with AmeriCorps and SeniorCorps, awarding and overseeing grants for seniors and youth. She is currently involved with Tree City Pacifica.
James Heywood; Started in Public Television and has been in the

movie industry for 32 years. He is a motion picture studio grip by trade. He has three kids and loves Pacifica.

VI ORAL COMMUNICATIONS:

None

VII PUBLIC HEARINGS:

A) Heritage Tree Appeal HT-519-19 - 606 Canyon Drive.

Chair Knowles called for a motion to accommodate a request from the petitioner to postpone Heritage Tree appeal HT-519-19 606 Canyon Drive to January 22, 2020. **Motion was made by Commissioner Kellogg, seconded by Commissioner Benton Shoemaker, motion carried 7-0.**

VIII ITEMS FOR CONSIDERATION:

A) Public Plaza along Beach Boulevard

Lawrence Enriquez Pacifica Public Works Associate Civil Engineer introduced the Project Goals. The public plaza along Beach Boulevard is one of the projects identified and approved in the City's capital improvement program. The objective is to renovate the picnic area by installing a gathering place and adding low maintenance amenities while attempting to prevent ocean waves from spreading sand throughout the area.

Melanie O'Sullivan Design Consultant with Gates and Associates is a registered landscape architect and certified playground safety inspector. She gave a presentation on the conceptual design that has been completed so far. The main initiative is not to make major changes or fight nature. The goal is to enhance the area while planning for nature and not working against it. They would like to create a sense of an arrival area, kind of a front door that is an aesthetically pleasing gathering area. An outreach event was held at the farmers market on October 9 to gain public input. Big picture questions included what is your preferred use or theme, and what amenities do you want. Over 200 people participated. A natural theme was the preferred selection. They came up with 2 concepts. Concept A was to rethink the existing and add to it. Concept B was to retain the existing and build on it. Any amenities need to have a warranty and resist rusting. All amenity designs are based on their ability to handle sand, wind and waves. Restoration planting is selected to fit the geography using native dune planting. Nothing will be planted that can't survive. Bike parking scored high as a need. Existing benches would be repurposed. Large concrete art elements are included in the plan.

Commissioner Benton Shoemaker: Liked that the effects of sand and sea are being considered and liked the art elements. She is concerned about bike parking and equipment being able to withstand the weather.

Commissioner Kellogg: Asked if there were plans for more community outreach. He is concerned that people are following the trend and not thinking independently when commenting. He is also concerned with maintenance of the facilities and warranties.

Melanie O'Sullivan replied that there weren't current plans for more outreach.

Commissioner Abbott: Would like to understand the parts of the report that refer to enhancing protections from storm impact, reducing maintenance time and costs and features that prevent waves from spreading sand. She didn't understand from the presentation how the plan would impact those things. Other than the planned benches, are there other plans for that? **Melanie O'Sullivan** replied that there aren't, there won't be a 6 foot wall, safety surfacing or wood chips. Their goal is to enhance the site and make it more welcoming along with making maintenance more comfortable for the City.

Commissioner Abbott: Suggested that future reports not make that claim and asked what the plan is for dune restoration? **Melanie O'Sullivan** replied it includes mounding up some of the sand and planting it with native grasses that can take the salt and sand to hold it into place.

Commissioner Abbott: Asked about the decomposed granite and asked for further explanation. Melanie explained it was finely decomposed granite that is put in place with a resin binder added so it stays in place. It was chosen so that concrete wasn't used and if sand intermingled it would still work. The natural look of decomposed granite is like a bond sand.

Commissioner Abbott: Was concerned about the harshness of decomposed granite on bare feet. Melanie explained it would only be used in a small area.

Commissioner Abbott: Wants to make sure that the plan version used includes a lot of trash receptacles. She is also concerned about the type of trash receptacles and the concept of asking people to pack it in/pack it out. She asked who would be responsible for emptying the trash. **Melanie O'Sullivan** responded that she would like to have more discussion on that issue and what works. She liked the pack in/pack out concept.

Commissioner Abbott: Supported the natural concept. She isn't concerned about a gateway entrance. She doesn't feel that fitness equipment is appropriate for that area due to the weather.

Commissioner Poblitz: Is excited about the plan. He felt the potential to bring the community together was cool. He asked if there would be space for events. **Melanie O'Sullivan** replied Concept A has a large concrete gathering place. Concept B would have a newly designed gathering area that could hold 25 to 50. She wants to know how many people and what type of events we would like.

Commissioner Poblitz: Would like a place where food trucks could be parked in the summer. He also asked if parking spaces would be reserved. **Melanie O'Sullivan** replied that this hasn't been discussed yet.

Commissioner Poblitz: Suggested *adopt a planter/park*, etc. program. **Melanie O'Sullivan** replied that this was a great idea.

Commissioner Poblitz: Felt that there could be lots of opportunities for signage including swimming hazard signs.

Commissioner Luson: Agreed about needing more outreach to

other parts of the community and in the Sharp Park area. He asked what elements would be removed. **Melanie O'Sullivan** replied that there were no plans to eliminate any features, just to reorient them. **Commissioner Lusson:** Liked seeing the integration of art and asked if the project could integrate with Pacifica's art community. **Commissioner Heywood:** Commented that volleyball got a lot of picks and asked why it wasn't included. **Melanie O'Sullivan** pointed out that delineating the course was problematic due to sand movement but that it could still fit. **Chair Knowles:** Commented on bike parking. She agrees that we need it but worries about rust. She likes a picnic area but not along the promenade because of litter issues. She would like a number of trash receptacles throughout the area. Pack it in/Pack it out stations like the dog waste stations are a good idea. Cigarette butt containers need to be part of the plan. **Commissioner Kellogg:** Asked if she had any experience installing structures at coastal/beach sites. **Melanie O'Sullivan** stated that plain unpainted structures are what is being considered. They hold up best. In coastal communities they choose wood or galvanized metal structures based on the maintenance they are willing to do.

Public Comments

Shannon Christiansen is a Beach Park resident HOA board member. He is happy that the City is doing something. He is concerned with the gathering area in the middle creating noise. He pointed out a serious problem with pigeons and requested signs saying don't feed the birds. He cautioned against landscaping because the City doesn't maintain it. **Jan Nahass** is looking forward to having this work done. This area should be the jewel of Pacifica. She asked about the time frame. **Robine Runneals Wanted** to mention the issue of sand removal in the winter. She asked if the walkway could be elevated and a wall/seating area built. Something to help deflect the energy of the waves. It would protect the project and reduce flooding. **John Meria** that his experience from the last project is that people walk through the grasses killing them. He said grass won't survive. He feels a wall would be cheaper than paying to have PW bulldoze the sand. He asked if the sculptures were for children to play on and if the surface under them would be soft enough. **Jeff Bruno** stated that his main concern is to contour the area so water doesn't pour over the wall as much. He sees the area as a pass through area, not a congregating area. He likes the idea of an educational area. **Julie Walters** is assuming that the restrooms at the Chit Chat will be used. She stated that they are terrible. She recommends no alcohol, no smoking, and dogs on leash signage. **Linda Bruno** asked if the archway at the pier could be funded for murals. She has connections to mural artists.

Chair Knowles: Addressed Lawrence Enriquez to ask about the scope of the project. **Lawrence Enriquez** clarified that the goal of the

project is to be an enhancement to the area and not a solution to wave action. They are focusing on amenities and fixing up the area. The design will be completed March/April with construction this summer.
Chair Knowles: Would like a natural area and wondered if there could be money allocated for restroom improvement. Less concrete and better restrooms.

Chair Knowles: Thanked the public for making valuable comments. She wasn't sure that this was the correct meeting to discuss the sea wall/wave reflector. **Lawrence Enriquez** replied that the issue of a sea wall was more complicated and would involve the California Coastal Commission and additional funding. There are already proposals in process for the promenade seawall.

Chair Knowles: Suggested that icons be used for the presentations and not numbers. The numbers are confusing

Commissioner Abbott: Suggested changing the term *Interactive Art* to describe the play structures since it may have a different meaning in the art world. She liked the idea of the sculptures but doesn't want the name to confuse people.

Commissioner Benton Shoemaker: Asked what the source of funding is for this project. **Lawrence Enriquez** replied that funding was from the Cities' general fund.

IX REPORTS, ANNOUNCEMENTS AND CORRISPONDANCE FROM COMMISSIONERS

Commissioner Benton Shoemaker: Discussed Tree City Pacifica. She stated that currently there isn't enough funding to replace and replant trees. If we are designated a Tree City USA it's easier to get funding. There are four criteria to obtain this designation.

1. A Citizens Group, which we have.
2. A Tree Ordinance, which the Heritage Tree ordinance covers.
3. Budget \$2 per capita to spend on trees, the city budget covers this.
4. A proclamation from the City Council, and an Arbor Day Event. In late October the City Council approved a proclamation declaring the 2nd Saturday in November as Arbor Day.

The first Tree City Arbor Day was held November 9th. Over 80 volunteers planted trees. She recognized **Aren Clark** and **Ray Kurttila** for helping obtain and plant the trees. They are working with the City on the application for Tree City USA.

Commissioner Abbott: Stated that the Library committee will be spending at least another year clarifying their plan for the community. She and Kevin Woodhouse made a

presentation to the Democratic Committee on November 16. They will continue to get the word out.

Chair Knowles: Stated what a good time she had at the Ohlone-Portolá Heritage Day and what a good event it was.

Commissioner Kellogg: No Report

Commissioner Poblitz: No Report

Commissioner Heywood: No Report

Commissioner Lusson: No Report

X REPORTS FROM STAFF

Director Perez reported on the following:

He thanked his staff for all of their hard work and efforts this past year. He also thanked the Commission for volunteering and their hard work.

Ohlone Portola Heritage Day

Ohlone-Portola' Heritage Day, November 2, was a great event. Over 500 people attended. This event was co-hosted Pacifica, GGNRA, NPS, and San Mateo County. Pacifica took the lead in planning and execution. All parties felt it came out better than ever expected. The new mural dedication went well. Nick Neely, the author of Alta California, which is about his journey along the path of Portola, was at the Saturday event. It was a great day.

Bike and Pedestrian Master Plan

Our consultants and Ryan Marquez reviewed all of the comments from the public. They will return January 22 for a final time before taking it to the City Council. This has been a year and a half project with lots of opportunity for public input.

CaR

The CaR Senior transportation program started November 4th. We currently have 190 seniors enrolled. This is a very positive start.

Playground Improvement

We are finalizing plans for the 2 new play structures in the spring. The company that's sponsoring it will use Fairmont West as a national highlighted site. This is one of the biggest playgrounds they are installing for preschool audiences in the area.

Poet Laureate

The term of our Poet Laureate has ended and we will be searching for a new one. Our current poet will continue on until and new person is identified.

Aquatics

The first public Dive In Movie was held. 125 people participated. Olympic Swimmer Katie Ledecky filmed a commercial at the Jean Brink pool and one of our local swim team members got to be involved in the shoot.

Upcoming Events

- Fairy Tale Ball January 18
- Youth Advisory Board Spelling Bee February 8

The PBR Administrative Offices will be closed from December 23 to January 2. Child Care, Jean E Brink pool, and the Community Center will be open on separate schedules.

Commissioner Knowles: Attended the City Council holiday event for City Employees and felt it was a good networking event.

XI ADJOURNMENT

Chair Knowles asked for a motion to adjourn the meeting.

Commissioner Lusson made the motion to adjourn, Commissioner Heywood seconded the motion. Motion carried 7-0 and the meeting was adjourned at 8:40 pm.

Respectfully submitted,
Linda Hanssen
Recreation Specialist

Parks, Beaches and Recreation
Cynthia Knowles, Chair



Staff Report

Item V January 22, 2020

To: Members of the Parks, Beaches and Recreation Commission

From: Aren Clark, Public Works Superintendent

Subject: Appeal to Removals of City Trees

Background/Discussion:

On September 20, 2017, the City of Pacifica contracted Tree Management Experts, a private tree consulting company, to look at trees listed in the most recent tree survey as Moderate Risk. The assignment was to recommend procedures for reducing the risk level of these trees. The report recommends pruning and or cabling of many trees but also recommends the removal of trees when it is determined that standard pruning procedures, when applied, would not significantly reduce the risk level. The City of Pacifica budgeted for the removal of six (6) of these trees in the East Sharp Park area for fiscal year 2019-20. The City sent out notices of the tree removals to adjacent property owners and attached removal notices to each tree. One tree removal located adjacent to 606 Canyon Drive has been appealed by concerned citizens.

Due to the level of concern regarding the proposed removal of this tree, the City contracted Tree Management Experts, to re-evaluate the tree and to specifically examine the extent of the decay in the trunk. The decay detected was not extensive enough to conclude that a mid-trunk failure was a likely scenario. The tree remains, as originally determined, to be a medium risk tree with a noticeable lean and a low crown ratio. The crown ratio is a measure of the vertical extent of the portion of the tree containing live foliage as compared to the overall height of the tree. Trees with low crown ratios tend to add new growth in the crown and not provide much energy for the creation of new wood in the lower trunk and root area. The location of the street adjacent to the tree means that it is prudent to judge that the root system of the tree is compromised to some extent. The most likely mode of failure would be continued limb breakage in high winds. The lean is of some concern as it places an asymmetrical load on the root system and creates a defined target in that if the tree were to fail it would almost certainly impact one or both homes located at 606 and 618 Canyon.

A letter, provided to the Commission along with this report, was submitted by five residents of Canyon Drive stating some of the reasons that they are appealing the proposed tree removal. The following is a summary of these concerns:

1. There is no damage or broken limbs in the tree canopy.
2. There is no visual indication of any problem associated with the root system.
3. The tree does not pose a greater risk than other risks associated with living in Pacifica.
4. The trunk cavity has not been shown to raise the risk factor of this tree.
5. The tree provides habitat for a bee colony and other wildlife.
6. Removing the tree could impact the neighboring tree by altering wind loads.
7. Overall concern about the loss of mature Monterey Cypress trees along streets in Pacifica.

Below are staff's responses to these concerns:

1) There is no damage or broken limbs in the tree canopy.

Limb failure in high winds is a problem with Monterey cypress trees. In a natural setting the large lower limbs of a Monterey cypress tree often partially break and rest on the ground. When cracks develop in upper limbs, the lower canopy provides support and the limbs remain attached without falling off entirely. When Monterey cypress are grown as street trees, the lower limbs are pruned away to provide room for infrastructure (roads, houses, overhead utilities, etc.). This pruning practice encourages the trees to grow substantially taller than they would in a natural setting and also necessitates the continued removal of lower limbs as they develop cracks. This ultimately leads to trees with low live crown ratios and poor trunk taper as discussed earlier. It also leads to increased damage caused by failed limbs as they fall from increasingly higher points in the tree. Monterey cypresses trees are prone to developing cracks due to mechanical stress. A number of issues create this weakened condition:

- The wood is relatively weak
- Growth is only at the ends of limbs and end-heavy limbs naturally develop
- Branch crowding is common within a tree or as a result of adjacent trees and leads to long, weak branches
- Many of these trees were planted close to other large trees and are suppressed with one-sided forms and end-heavy limbs
- The species tends to form multiple (co-dominant) trunks, and cracks commonly occur at the juncture of these trunks

2) There is no visual indication of any problem associated with the root system

Root damage in Monterey Cypress trees is a major concern. Almost all tree roots on all trees in Pacifica are in the top two feet of soil. Many of these trees are eighty to one hundred years old and the City has no records of construction that may have impacted these root systems. Contractors and others sometimes cut or damage roots believing that they are only surface roots and that other roots deeper in the ground support the tree. Soil is also compacted around street trees in the same construction processes, depriving the root system of needed oxygen. A compromised root system will prevent a tree from absorbing necessary nutrients and may affect structural stability. Compromised root systems can sometimes be detected in certain tree species as the tree will form reaction wood to compensate for load changes. Reaction wood growth in response to root damage will show as abnormal swellings of the lower trunk. The ability to form reaction wood varies considerably from one tree species to another. Blue Gum eucalyptus is an example of a tree species that generally forms significant reaction wood, whereas Monterey cypress is an example of a tree species that forms very little. Due to the absence of significant reaction wood formation in Monterey cypress trees, and the fact that trees can have unstable root systems and still have healthy foliage, root damage in this tree species may remain undetected during a tree inspection.

3) The tree does not pose a greater risk than any other risk associated with living in Pacifica.

It is difficult to establish relative risk related to different scenarios. It is important to mention that all the risk factors mentioned in the letter are risk that the City is currently working to reduce. For example, improved building codes are used to address earthquake risk, funding for seawall repairs is being pursued, fire access routes to inaccessible areas within the City are being studied etc. The City recognizes that all urban forests present some risk that needs to be managed. It is the position of City staff that the risk this tree presents can no longer be managed with normal maintenance procedures.

4) The trunk cavity has not been shown to raise the risk factor of the tree.

Tree Management Experts has examined the trunk decay and feels that there is enough sound wood in the trunk to provide adequate stability. Trees try to add new wood faster that decay can progress in order to maintain trunk and root integrity. The low crown ratio of this tree will hinder the trees ability to maintain an adequate growth rate in the lower trunk area which is a concern.

5) The tree is providing habitat for bees and other wildlife.

The City makes every effort to relocate bee colonies when they are encountered and although it is not possible to guarantee success due to the difficulty of removing trees of this size the City has so far been successful in this endeavor.

6) Removing the tree could impact the neighboring tree by altering wind loads.

Altering wind-loads is also a major concern. Prevailing winds in Pacifica tend to move from the west to east. The tree being removed is on the east side of another large Cypress tree and, in this case, is the tree being sheltered from the prevailing winds. The City also plans to perform additional pruning on the remaining tree as recommended in the report supplied by Tree Management Experts.

7) Overall concern about the loss of mature Monterey Cypress trees along streets in Pacifica.

Staff understands and recognizes the concern for loss of mature Monterey Cypress trees. The funding now available for contracting tree work has resulted in an approximate 80% reduction in annual tree pruning. At the same time the City of Pacifica is attempting to maintain trees that are much larger than what would be found along streets in most cities. In order to continue to have an urban forest that can provide all the benefits being discussed the City needs to reduce the height of the tree canopy to manageable levels. Monterey Cypress, Monterey Pine and Blue Gum Eucalyptus are not native to Pacifica. These trees do well in this local climate and there are large specimens and sizeable groves in the City and County Parks and open space areas within Pacifica. These tree species are generally recognized to not be suitable street tree species. The City should consider the long term fade out of these trees along Pacifica's streets in favor of safer and more manageable tree species.

In summary this tree represents a significant risk that should be taken seriously. There are no maintenance procedures that will reduce the current risk level. The City of Pacifica seeks to provide a low risk sustainable urban forest. To this end it is necessary to remove certain Monterey Cypress trees where it is felt that pruning cannot significantly reduce the risk level. Each year City staff recommends a small number of medium risk trees, where pruning would be unproductive, for removal. In order to prioritize this work City staff targets trees that exhibit certain attributes. The main attributes pertaining to the removal of this tree are:

- The tree is listed as a medium risk tree that cannot be pruned to achieve a risk level reduction.
- The height of the tree and the proximity of overhead conductors make the tree difficult and thereby expensive to maintain with no safety improvement attainable.
- Due to the trees proximity to the neighboring tree it has grown with a pronounced lean and an unbalanced canopy. This creates a defined target in that if the tree were to fail, it would almost certainly impact at least one home.
- The tree has a low crown ratio and a questionable root system.

Fiscal Impact:

This is scheduled work and has been accounted for in the budget for fiscal year 2018-19.

Commission Action Requested:

Commission is requested to approve, disapprove or modify the decision of City Staff supporting the application for the removal of the tree.

Documents Attached:

1. **Copy of Tree Removal Application**
2. **Copy of Removal Notice**
3. **Tree Removal Appeal Letter with Pictures of the Tree**
4. **Arborist Report Prepared by Tree Management Experts**
5. **Copy of Appeal Hearing Letter**

CITY OF PACIFICA
DEPARTMENT OF PUBLIC WORKS - FIELD SERVICES DIVISION
170 SANTA MARIA AVE. PACIFICA, CA 94044
650-738-3760 650-738-9747 (fax) DPWassistance@ci.pacifica.ca.us
HERITAGE TREE APPLICATION

THIS SECTION IS A PERMIT APPLICATION ONLY.
IT DOES NOT GUARANTEE ISSUANCE OF PERMIT NOR GIVE PERMISSION TO BEGIN WORK

PERMIT NUMBER: HT-519-19 DATE: 09-27-19

APPLICANTS NAME: City of Pacifica PHONE NUMBER: (650) 738-3760

ADDRESS: 170 Santa Maria Avenue Pacifica CA 94044

1) LOCATION OF TREE(S): 606 Canyon
(ATTACH A SKETCH OR PLOT OF PROPERTY)

2) VARIETY OF TREE(S): Cypress TOTAL NUMBER OF TREE(S): 1

3) ACTION REQUESTED:

- removal / destruction** construction affecting dripline other (please specify)
 move designate as Heritage Tree

4) JUSTIFICATION (STATE THE REASON WHY THE ACTION IN SECTION 3 IS BEING REQUESTED): The City of Pacifica intends to reduce risk to adjacent property owners.

HERITAGE TREE ORDINANCE - PERMIT

IN ACCORDANCE WITH THE APPLICATION EXECUTED ABOVE, PERMISSION IS: GRANTED DENIED

EFFECTIVE DATE: _____ EXPIRATION DATE: _____ EXTENTION EXPIRATION: _____

INSPECTED BY: City of Pacifica DATE: 09/27/19

APPROVED BY: _____ DATE: _____

HERITAGE TREE ORDINANCE APPEAL
(Appeal Cost- \$388)

NAME OF APPELLANT: _____ PHONE NUMBER: _____

ADDRESS: _____

REASON TO APPEAL THE ADMINISTRATIVE DECISION ABOVE FOR THE FOLLOWING REASON: _____



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
John Keener

MAYOR PRO TEM
Sue Vaterlaus

COUNCIL
Sue Digre
Mike O'Neill
Deirdre Martin

* * * * NOTICE * * * *

Based on recommendations contained in a recent tree survey prepared by an independent arborist, observations made by City staff and concerns raised by local homeowners the City intends to proceed with the removal of Six (6) Cypress trees in the East Sharp Park area. These trees are located adjacent to the following addresses:

- 606 Canyon Dr. (1 Tree)
- 1101 Mirador Terr. – Cypress (1 Tree)
- 390 Loma Vista Terr.– Cypress (3 Trees)
- 366 Loma Vista Terr. Cypress (1 Tree)

Tree removal notices have been attached to each tree in question for identification. The City is now processing the tree removal permit, required by City ordinance, for the removal of trees over fifty inches in circumference. The process requires that notification of the intended removal/s be mailed to adjacent property owners. **If you are not in favor of any the proposed removals you need submit an appeal to the City before October 17, 2019. The fee for each tree appeal is \$388.00 and payment needs to be submitted at the same time.** In accordance with the requirements established by the Heritage Tree Ordinance, this Department will make a final decision on the permit by that date.

Attached are copies of the applications. If you desire to appeal the proposed administrative decision, please complete the bottom portion of the application and return it along with the appeal fee of \$388 by the date specified. This appeal needs to be mailed to: City of Pacifica, City Clerk, Attention: Tree Appeal, 170 Santa Maria Avenue, Pacifica, CA 94044. Appeals mailed to a different Department may not reach the City Clerk in time to be considered. If you are planning to hand-deliver your appeal, please deliver it to 170 Santa Maria Avenue. Hand-delivering the appeal to another Department will most likely not reach the City Clerk in time for consideration. If you have any questions regarding this matter, please contact the Public Works office at 650-738-3760, 650-738-9747 (fax) or email: DPWassistance@ci.pacificaca.us
Sincerely,

Aren Clark
Public Works Superintendent

COPY → Aren Clark
Public Works

RECEIVED
OCT 17 2019
CITY CLERK

CITY OF PACIFICA
DEPARTMENT OF PUBLIC WORKS - FIELD SERVICES DIVISION
170 SANTA MARIA AVE. PACIFICA, CA 94044
650-738-3760 650-738-9747 (fax) DPWassistance@ci.pacifica.ca.us
HERITAGE TREE APPLICATION

THIS SECTION IS A PERMIT APPLICATION ONLY.
IT DOES NOT GUARANTEE ISSUANCE OF PERMIT NOR GIVE PERMISSION TO BEGIN WORK

PERMIT NUMBER: HT-519-19 DATE: 09-27-19

APPLICANTS NAME: City of Pacifica PHONE NUMBER: (650) 738-3760

ADDRESS: 170 Santa Maria Avenue Pacifica CA 94044

1) LOCATION OF TREE(S): 606 Canyon
(ATTACH SKETCH OR PLOT OF PROPERTY)

2) VARIETY OF TREE(S): Cypress TOTAL NUMBER OF TREE(S): 1

3) ACTION REQUESTED:

- removal / destruction
- construction affecting dripline
- other (please specify)
- move
- designate as Heritage Tree

4) JUSTIFICATION (STATE THE REASON WHY THE ACTION IN SECTION 3 IS BEING REQUESTED): The City of Pacifica intends to reduce risk to adjacent property owners.

HERITAGE TREE ORDINANCE - PERMIT

IN ACCORDANCE WITH THE APPLICATION EXECUTED ABOVE, PERMISSION IS: GRANTED DENIED

EFFECTIVE DATE: _____ EXPIRATION DATE: _____ EXTENTION EXPIRATION: _____

INSPECTED BY: City of Pacifica DATE: 09/27/19

APPROVED BY: _____ DATE: _____

HERITAGE TREE ORDINANCE APPEAL
(Appeal Cost- \$388)

NAME OF APPELLANT: Susan Bachman (and others) PHONE NUMBER: 415-902-9575
ADDRESS: 618 Canyon Drive, Pacifica (see attached for others)

REASON TO APPEAL THE ADMINISTRATIVE DECISION ABOVE FOR THE FOLLOWING REASON: please see attached 3 page statement with photos.

Recd payment \$388 by credit card / Receipt # 29949 -lc

HERITAGE TREE ORDINANCE APPEAL
PERMIT NUMBER: HT-519-19 DATE: 09-27-19

NAME/ADDRESS/PHONE NUMBER OF APPLICANTS:

Primary:	Susan Bachman	618 Canyon Drive	415-902-9575
Secondary:	Nomi Harper	605 Canyon Drive	650-400-2318
	Charles Havnar	625 Canyon Drive	650-303-4206
	Lisa Schenkelberg	628 Canyon Drive	415-596-1644
	Julie Duffy	640 Canyon Drive	650-270-9425

REASON TO APPEAL THE ADMINISTRATIVE DECISION ABOVE FOR THE FOLLOWING REASON:

The stated reason to remove this tree is “to reduce risk to adjacent property owners.” I am the adjacent property owner and am confused about what increased “risk” this tree poses to me and my neighbors. I’ve chosen to live next to this tree for over 25 years. I have never felt threatened or in danger from this tree. I can see that this tree is healthy. It is not leaning, dying, nor appear unhealthy in any way. There are no damaged branches precariously hanging from the canopy. There is no bulging soil or indication of weakened or rotten root structure. The canopy and direction of growth has not visibly changed in more than a decade (see attached photos from 2007 and 2019).

I’m also unclear from the permit application what the risk threshold is for removal of Heritage Trees. This tree poses no greater risk level to me now than when I first moved here. Living in Pacifica poses many risks that I have willingly accepted, as we all do, when choosing to live here. These risks include proximity to the San Andreas Fault, high wildfire risk, risk from the sale and improper use of fireworks, tsunami threat, and coastline erosion. Further, this tree poses no greater risk than other Monterey Cypress Heritage Trees in Pacifica. It seems to me that there’s no basis to single out this particular tree for removal.

As far as I know, only one neighbor has complained about this tree, due to fear that the cavity inside the trunk makes this tree unsafe. The rest of us were not given a voice in this decision. Rather than being a liability, I believe that the cavity in its trunk actually makes this tree a vital asset to our neighborhood and a unique reason to preserve this tree.

This tree has hosted a natural feral bee colony for decades and is still thriving today. This colony is so productive that it swarms every year, enhancing and adding to our local bee populations. Multiple organizations are focusing on the decline of bee populations and the immense importance of preserving natural bee habitats. Healthy Monterey Cypress are prone to cavities within their trunks making them ideal natural bee habitats. This tree is no different than any other Heritage Monterey Cypress in Pacifica. The City has no evidence that this tree is unhealthy due to the cavity.

I’m also concerned about the impact removing this tree will have on the Monterey Cypress Heritage Tree next to it. These two trees have thrived together for much longer than any of us have lived here. They provide wind breaks for each other and possibly added stability from an intertwined root structure.

HERITAGE TREE ORDINANCE APPEAL
PERMIT NUMBER: HT-519-19 DATE: 09-27-19

This iconic tree is a vital part of a healthy ecosystem here in Pacifica. There are so few of these iconic Monterey Cypress trees left in Pacifica. In addition to natural bee hives, these trees are home to Great Horned Owls, Red-tailed Hawks, and countless other species that would not have the habitat to survive without these trees. Once these trees are gone, this vital habitat and the species that rely on them are gone too. As vital habitats, I believe that these Heritage Trees should only be destroyed as a last resort after posing a threat to our community. "Risk" is not the same thing as imminent threat. This tree is not a threat and the City has not provided evidence that this is a high risk tree.

My hope in filing this appeal is that this healthy tree will remain a vital part of the local habitat.

Respectfully, Susan Bachman

APPELLANT'S SIGNATURE: _____



DATE: _____

10/16/19

2007



2019



Tree Management Experts

Consulting Arborists

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San Francisco, CA 94115

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City of Pacifica

Attn: Aren Clark, Public Works
151 Milagra Drive
Pacifica, CA 94044

RE: Monterey Cypress at 606 Canyon

Date: 10/21/19

ARBORIST MEMORANDUM

Assignment

- Evaluate two Monterey cypress (*Hesperocyparis macrocarpa*) at 606 Canyon.
- Provide an aerial inspection of various holes in the east tree used by squirrels and bees.
- Evaluate cavity depth and extent using a tile probe.
- Consider changes in risk based on cavities, and based on the removal of the east tree.
- Provide an Arborist Memorandum of findings and recommendations.

Background

The Department of Public Works received a report of squirrels and bees in various cavities of the east tree at 606 Canyon. Concerns were expressed as to the safety of the tree and the adjacent tree, both being mature Monterey cypress, and some members of the public did not want either tree removed.

Aren Clark arranged for the City's aerial lift (bucket truck) to be at site and available to me for an aerial inspection. This inspection took place on 10/14/19.

Observations and Discussion

For purposes of this report, the two Monterey cypress are referred to as the east tree and west tree. Both are within 4 feet of the edge of Canyon and are therefore street trees maintained by the Department of Public Works.

East Tree

An aerial inspection was completed on the east tree. The squirrel holes were at about 20 feet above grade on the south-southeast side of the tree. The bees were at about 15 feet above grade on the east side of the tree. The diameter at the height of the squirrel holes was about 48 inches.

The two holes actively used by squirrels entered through the end grain of old branch removal cuts and showed evidence of recent chewing around the edges of the openings. Each opening was about 3 to 4 inches across and nearly round. The two holes were

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separated by a large rib of wood, and were bounded by two additional ribs of wood. The left opening was about 6 inches higher than the right opening. The left opening had some evidence of decay in the end grain. It appears that the squirrels exploited the decayed and partially decayed wood to create openings into the cavities.

The left opening was probed to determine the extent of the cavity. Solid wood was encountered along the west side of the opening. The depth of the cavity was approximately 18 inches. A tunnel extended downward and to the right (east).

The right opening was about 6 inches deep and did not have a cavity beyond a tunnel that extended upward and to the right (west). It appeared that the right opening was simply a "back door" for the left opening and cavity.

The cavity used by honey bees was about 2 inches across. The depth was about 4 inches, with bees travelling upward from the opening.

Without consideration of an internal cavity or cavities, the east tree is a moderate risk tree. Given that the tree has an 18-inch cavity with relatively good compartmentalization, and that the bees are likely utilizing the same column of decay as the squirrels, the extent of decay is reasonably well quantified. With the diameter of the tree being about 48 inches, the ratio of sound wood is about 60 percent, and the tree has not likely lost any appreciable strength due to decay. Since decay is relatively minor and response growth is strong, there is no increase in likelihood of failure for the trunk and this tree remains a moderate risk tree.

West Tree

The west tree is currently a moderate risk tree. With removal of the east tree it would change from partially exposed to fully exposed. Pruning could be completed to remove part of the upper structure and shorten the tree, thereby mitigating for the change in exposure. With this pruning, the tree would remain an moderate risk tree after removal of the east tree.

Conclusions and Recommendations

I recommend that the two trees be managed as moderate risk trees. Moderate risk trees are at a significantly increased or elevated risk for failure as compared to normal or ordinary trees. These mature Monterey cypress are similar to many others in Pacifica in that they are over-scale for their setting, have low live crown ratios and compromised root systems due to roadway construction, infrastructure and utilities.

There is no reason why either tree must be removed based on defects identified by way of this current evaluation, although these trees may be best removed due to their moderate risk level and other considerations.

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Assumptions and Limiting Conditions

1. Any legal description provided to the consultant is assumed to be correct. Title and ownership of all property considered are assumed to be good and marketable. No responsibility is assumed for matters legal in character. Any and all property is appraised or evaluated as though free and clear, under responsible ownership and competent management.
2. It is assumed that any property is not in violation of any applicable codes, ordinances, statutes or other governmental regulations.
3. Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible. The consultant can neither guarantee nor be responsible for the accuracy of information provided by others.
4. Various diagrams, sketches and photographs in this report are intended as visual aids and are not to scale, unless specifically stated as such on the drawing. These communication tools in no way substitute for nor should be construed as surveys, architectural or engineering drawings.
5. Loss or alteration of any part of this report invalidates the entire report.
6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior written or verbal consent of the consultant.
7. This report is confidential and to be distributed only to the individual or entity to whom it is addressed. Any or all of the contents of this report may be conveyed to another party only with the express prior written or verbal consent of the consultant. Such limitations apply to the original report, a copy, facsimile, scanned image or digital version thereof.
8. This report represents the opinion of the consultant. In no way is the consultant's fee contingent upon a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
9. The consultant shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule, an agreement or a contract.
10. Information contained in this report reflects observations made only to those items described and only reflects the condition of those items at the time of the site visit. Furthermore, the inspection is limited to visual examination of items and elements at the site, unless expressly stated otherwise. There is no expressed or implied warranty or guarantee that problems or deficiencies of the plants or property inspected may not arise in the future.

Disclosure Statement

Arborists are tree specialists who use their education, knowledge, training, and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like any medicine, cannot be guaranteed.

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Treatment, pruning, and removal of trees may involve considerations beyond the scope of the arborist's services such as property boundaries, property ownership, site lines, disputes between neighbors, and other issues. An arborist cannot take such considerations into account unless complete and accurate information is disclosed to the arborist. An arborist should then be expected to reasonably rely upon the completeness and accuracy of the information provided.

Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate the trees.

Certification of Performance


I, Roy C. Leggitt, III, Certify:

- That we have inspected the trees and/or property evaluated in this report. We have stated findings accurately, insofar as the limitations of the Assignment and within the extent and context identified by this report;
- That we have no current or prospective interest in the vegetation or any real estate that is the subject of this report, and have no personal interest or bias with respect to the parties involved;
- That the analysis, opinions and conclusions stated herein are original and are based on current scientific procedures and facts and according to commonly accepted arboricultural practices;
- That no significant professional assistance was provided, except as indicated by the inclusion of another professional report within this report;
- That compensation is not contingent upon the reporting of a predetermined conclusion that favors the cause of the client or any other party.

I am a member in good standing of the American Society of Consulting Arborists and a member and Certified Arborist with the International Society of Arboriculture.

I have attained professional training in all areas of knowledge asserted through this report by completion of a Bachelor of Science degree in Plant Science, by routinely attending pertinent professional conferences and by reading current research from professional journals, books and other media.

I have rendered professional services in a full-time capacity in the field of horticulture and arboriculture for more than 30 years.


Signed: _____
Certified Arborist WE-0564A

Date: 10/21/19 _____



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
Sue Vaterlaus

MAYOR PRO TEM
Deirdre Martin

COUNCIL
Sue Beckmeyer
Mary Bier
Mike O'Neill

City of Pacifica

Notice of Tree Removal Application Appeal

The City of Pacifica has received a written appeal, endorsed by five residents, to the proposed tree removal adjacent to 606 Canyon Drive. The Matter has therefore been referred to the Parks Beach and Recreation Commission. The matter will be heard and a decision will be made at the regular monthly meeting of the commission. All of the concerned parties will be allowed to present their opinions on the subject at this time. This meeting is scheduled for December 18, 2019 at 7:00PM. The meeting will be held at the City Council Chambers located at 2212 Beach Boulevard, Pacifica, CA.

If you have any questions regarding this matter, please call the Public Works Department at (650) 738-3760.



Staff Report

Item VI. A) January 22, 2020

To: Members of the Parks, Beaches and Recreation Commission

From: Michael Perez, Director

Subject: Administrative Update

On the following pages you will find our “end-of-year” quarterly reports, representing the final three months of programs and activities for 2019. I want to express my appreciation to the hard working Parks, Beaches and Recreation (PB&R) staff and volunteers for all their efforts this past quarter as well as the entirety of 2019. With 2020 now here, staff are busy implementing and coordinating the winter programs as well as making plans for the spring and summer.

Budget

At the end of January, management team staff will be working on analyzing our year-to-date budgets as part of our mid-year budget process. Typically the Assistant City Manager will deliver the mid-year budget report to City Council at the end of February. Soon after, the annual budget “season” process will start with work on the 20/21 fiscal year budget.

Staffing Update

As mentioned in our Child Care report, we are in the final process of adding our final full-time staff position approved by Council for 19/20. Senior Services will soon be recruiting for a Meals on Wheels Coordinator, while continuing to look for a permanent bus driver.

Department Work Plans

The City Council established a set of goals five years ago and has engaged in a goal setting process annually since then. Council has used this time to develop and update their Work Plan, which is a list of projects and initiatives ranked. This list also identifies which goals these projects are aligned with, who the lead department(s) and staff responsible for them are and includes any additional information or updates on the status of these projects and initiatives.

The 2020 goal setting has not been scheduled yet; however, it will most likely take place on a Saturday at the Pacifica Police Department EOC conference room in late February or early March.

One of the Council’s previous work plan items was The Council’s work plan list which included the PB&R coordinated Ohlone-Portola’ Heritage Trail Project. On November 2, 2019, the City hosted the Ohlone-Portola’ Heritage Day. It was a very successful event and the event recap can be seen in the Recreation Division update. Interpretive panel signs are currently being designed that will be placed in the Crespi lot at the Portola’ statue as well as the Sweeney Ridge Trail Head in the newly dedicated Jean F. Fassler parking lot. Staff will also continue to work with the County to close trail gaps, assist in marking and support the County funding and

trail designation efforts.

In 2018, the City Manager asked staff to identify and create work plans for department initiatives and projects. Two were submitted from PB&R for the 18/19 fiscal year and both have continued into the 19/20 fiscal year.

- Create a PB&R Strategic Plan – Create a strategic plan in order to provide a shared vision that inspires and motivates the department’s mission.
 - While staff made significant progress on this plan in 18/19, changes in personnel have prevented the completion of this project. It is anticipated that the department Strategic Plan can be finished by the end of the 19/20 fiscal year. Currently work is being done on creating department and division goals.
- Playground Equipment Improvement – Develop a program to address ongoing maintenance and replacement needs for playgrounds at City parks/facilities.
 - Community Center and Fairmont West playgrounds were chosen as the first two for this fiscal year because of a grant received to pay for part of the equipment. (more information about this project is also in the Child Care update).
 - Playground equipment arrived at the end of the year.
 - Installation is expected to happen by March of this year.
 - Oddstad Park (located on Crespi) playground is planned to also be completed this year.

Public Plaza along Beach Boulevard

Last month Commissioners received a presentation about this project – the designing of a Public Plaza along Beach Boulevard. The new Public Plaza will rejuvenate the sandy regions adjacent to the Beach Boulevard Promenade between Birch Lane and Clarendon Road. Your input will be used to inform the final design.

Amenities being considered for the Public Plaza include: outdoor workout station, hardscaped plaza, bicycle parking, interactive art, accent plantings, new BBQ pits, stone animal play structures, and new concrete benches. Construction is anticipated to begin in Summer 2020. Funding for the project is being provided through the City’s Capital Improvement Program General Fund.

Commissioner’s comments last month included the desire for more opportunities for public input. Staff has amended the consultant’s contract in order to allow for additional outreach which will include an online survey, which is currently live at cityofpacific.org/PublicPlazaSurvey. The public will have a chance to drop by the Community Input Pop-Up Booth in person on Saturday, February 1 from 10am-4pm – near the Plaza location.

PLAY Brochure and Registration

Staff is currently working on the Spring/Summer edition of our PLAY brochure. We are planning on sending it to the printer in mid-February. It will be mailed out the week of March 2nd with registration beginning on March 18th.

Upcoming events

- Public Plaza along Beach Boulevard Community Input Pop Up – February 1st, 10am-4pm, near the plaza location.
- 13th Annual Surf Movie Fundraiser – February 7th, two showings - hosted by the Pacifica Beach Coalition, a fundraiser for Earth Day EcoFest – Midred Owen Concert Hall
- Youth Spelling Bee – February 8th, 10am-2pm at the Community Center
- Parents Night Out – February 15th, 5-11pm – Community Center
- MOW night on the Town February 19th
- Spring Egg Hunts – April 10th(Fairmont Park) and 11th (Frontierland Park)
- Senior Services Volunteer Recognition Dinner at the Community Center - April 15th (Commissioners, Councilmembers are invited to serve Seniors, arrive at 3:30)
- 56th Annual Junior Olympics - April 22nd, 25th and 29th (earlier this year due to track availability).
- EcoFest – April 25th – Pacifica State Beach Parking Lot



Staff Report

ITEM VI B)

DATE: January 22, 2020

TO: Members of the Parks, Beaches and Recreation Commission

FROM: Anthony Schriver, Recreation Coordinator

SUBJECT: Aquatic Division Update October-December 2019

Swim Team

The Pacifica Sea Lions have been very busy and the swimmers are doing well at competitions. At this time we have 98 swimmers in the competitive group and 114 in the pre-competitive group for a total of 212 swimmers. In October the team competed in two meets, in November they competed in one meet, and in December two meets.

In October Magda Carranza, who had been the head swim coach for the last 8 years took another position. We want to thank Magda and wish her all the best in her future endeavors. We are currently in the process of recruiting for a new Head Swim Coach and are hoping to have this position filled by the end of



Membership	2020	2019	2018	2017	2016	2015
Sea Lions - \$75/month	98	118	78	89	71	64
Pre-Comp - \$65/month	114	79	105	107	123	100

Practice times

Sea Lions 4-6:15 PM–Monday-Friday
 Pre-Comp 6:15-7 PM- Monday-Thursday

The Pacifica Sea Lions offers a 4-day free trial for the Swim Team that begins the last week of each month.

Special Events:

Annual Aquatic Pumpkin Patch

On October 19th we held our second annual Aquatic Pumpkin Patch. Do pumpkins sink or float? This year we had a turnout of 133 participants which as up from last year’s 87. We received donations of pumpkins and supplies from many local stores including Oceana Market, Safeway and Walgreens. The cost for participants was \$10 for each parent and child and \$3 for each additional child within that family. Pumpkin and decorating was included. We have received a lot of positive feedback from those attending. Parents commented that “This is a great idea and that we should have it every year!” “Wow! Who would have ever



thought of such neat and fun way to get a pumpkin!”





Movie Night

On Saturday November 9th we held our first of many Dive in Movies. Participants were able to come, splash around/swim and watch a G rated Disney movie. We showed the aquatic themed film Lilo & Stitch. Our blow up screen and sound system had the pool in aww! Participants floated, swam or just laid out on the pool deck while watching the movie. This one

of kind event was well attended with 113 participants (both children & adults). We plan on holding more dive in movies throughout the year in the spring and fall months.



Oceana Pool Rental: October through December

Rental Fees:

Pool Party: \$175 per hour (up to 50 people, 2 hr minimum)
\$ 25 per hour for each additional 25 people

Swim Meet: \$175 per hour

PSL Swim Meet: \$ 95 per hour

	Two-Hour	Three-Hour	Four-Hour	Swim Meet Hours
October	3	4	0	0
November	6	0	0	25
December	1	2	0	26.5

Daytime Drop-In Program Times

M-F Lap swimming 5:00-8:00 AM & Sat Lap swimming 8-9:30 AM

	October 2019	November 2019	December 2019
Senior Lap Swim	321	189	200
Adult Lap Swim	547	401	231
All Access Members	412	288	267

	October 2018	November 2018	December 2018
Senior Lap Swim	288	177	181
Adult Lap Swim	525	388	261
All Access Members	452	278	244

	October 2017	November 2017	December 2017
Senior Lap Swim	245	198	148
Adult Lap Swim	550	390	245
All Access Members	412	264	254

Daytime Aquatics Programs Monthly Participation Totals

	October 2019	November 2019	December 2019
Senior Aqua X	410	408	348
Senior Lap Swim	498	389	402
Adult Aqua X	99	55	68
Adult Lap Swim	417	444	501
All Access Members	228	111	94

	October 2018	November 2018	December 2018
Senior Aqua X	430	332	312
Senior Lap Swim	421	394	366
Adult Aqua X	70	48	57
Adult Lap Swim	420	460	445
All Access Members	175	104	109

	October 2017	November 2017	December 2017
Senior Aqua X	418	341	301
Senior Lap Swim	441	389	376
Adult Aqua X	64	54	62
Adult Lap Swim	445	444	446
All Access Members	189	114	102

M-F Lap swimming 10-2:00 PM, Sat Water Aqua X & Sun Lap swimming 11-1:00 PM

2019 Fall Swim Lessons – Monday, Tuesday, Wednesday, Thursday & Saturday

	Little Bobbers	Tiny Tots	Children	Adults	Semi- Private	Private
Mon. PM	8	8	n/a	5	4	n/a
Tues. PM	n/a	n/a	47	n/a	4	1
Wed. PM	8	8	19	n/a	16	n/a
Sat. AM	8	8	24	6	16	3
Mon/Wed PM	6	8	10	n/a	6	n/a
Total 2019	30	32	100	11	46	4
Total 2018	29	32	114	8	38	6
Total 2017	29	27	138	11	47	4

Recreation Swim October 2019

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendanc e</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	4	158	40
Wed 7:30-9 PM	5	145	29
Friday 7-9 PM	4	321	33
Saturday 1-3 PM	4	421	105
Sunday 1-3 PM	4	366	91
2019	21	1413	67

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendanc e</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	5	144	33
Wed 7:30-9 PM	4	115	26
Friday 7-9 PM	4	314	76
Saturday 1-3 PM	4	395	82
Sunday 1-3 PM	4	351	85
2018	21	1319	63

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendance</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	5	162	33
Wed 7:30-9 PM	4	104	26
Friday 7-9 PM	4	302	76
Saturday 1-3 PM	5	412	82
Sunday 1-3 PM	4	342	85
2017	22	1322	61

Recreation Swim November 2019

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendance</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	4	133	33
Wed 7:30-9 PM	4	194	48
Friday 7-9 PM	4	145	36
Saturday 1-3 PM	4	314	78
Sunday 1-3 PM	3	287	96
2019	19	1073	56

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendance</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	3	120	48
Wed 7:30-9 PM	4	178	32
Friday 7-9 PM	4	168	48
Saturday 1-3 PM	3	261	88
Sunday 1-3 PM	3	299	96
2018	17	1026	60

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendance</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	4	194	48
Wed 7:30-9 PM	5	160	32
Friday 7-9 PM	3	144	48
Saturday 1-3 PM	3	264	88
Sunday 1-3 PM	3	289	96
2017	18	1051	58

Recreation Swim December 2019

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendance</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	5	315	63
Wed 7:30-9 PM	3	148	49
Friday 7-9 PM	4	318	79
Saturday 1-3 PM	4	268	67
Sunday 1-3 PM	5	164	33
2019	21	1213	58

<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendance</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	3	145	53
Wed 7:30-9 PM	4	165	43
Friday 7-9 PM	3	221	81
Saturday 1-3 PM	4	232	57
Sunday 1-3 PM	5	150	49
2018	19	913	48
<u>Day/Time</u>	<u>Total Meetings</u>	<u>Attendance</u>	<u>Avg. Per Meeting</u>
Monday 7-9 PM	3	160	53
Wed 7:30-9 PM	3	128	43
Friday 7-9 PM	5	408	81
Saturday 1-3 PM	4	227	57
Sunday 1-3 PM	2	98	49
2017	17	1021	60

Jean E Brink Pool is open for recreation swim on the following days:

Monday	7-9 PM
Adult Lap Swim Wednesday	7:30-9 PM
Friday	7-9 PM
Saturday	1-3 PM
Sunday	1-3 PM

Youth (17 and under)	\$5.00 per swim	\$85 discount pass (good for 20 swims)
		\$45 discount pass (good for 10 swims)
Adult (18-59)	\$6.00 per swim	\$99 discount pass (good for 20 swims)
		\$54 discount pass (good for 10 swims)
Seniors (60+)	\$5.00 per swim	\$85 discount pass (good for 20 swims)
		\$45 discount pass (good for 10 swims)

All Access Membership is available at all times the pool is open with the exception of private rentals.

All Access Membership	\$72 monthly – Adult (18–59)
	\$206 Quarterly – Adult (18-59)
	\$792 Yearly – Adult (18-59)
	\$65 Monthly – Senior (60 and over)
	\$185 Quarterly – Senior (60 and over)
	\$713 Yearly – Senior (60 and over)

Pool will be closed on:

January 10 after 2 pm	February 7 after 2 pm	March 20 after 2 pm
January 11 & 12 Swim Meet	February 8 & 9 Swim Meet	March 21 & 22 Swim Meet
January 20 for MLK Day	February 17 for President's Day	April 12 Easter Sunday



Staff Report

Item VI. C

Date: January 22, 2020
To: Members of the Parks, Beaches and Recreation Commission
From: Tracy Gilbert, Child Care Services Supervisor
Subject: Child Care Division Update October-December 2019

Program Update

The Pacifica Child Care program currently has a total of 435 children enrolled which is up from last year's 389

- 88 preschoolers; last year 84
- 347 school-aged children; last year 305

These numbers reflect the ability to enroll more children due in part to the Council approved expansion of the Child Care program for the 19/20 fiscal year. In July we began the process of recruiting and hiring 5 new staff members – 4 Lead Teachers and 1 Site Coordinator. We are now in the process of filling the final Lead Teacher position.

Pumpkin Patch Field Trips

During the month of October, all of the City of Pacifica's preschool programs visited Lemo's Pumpkin Farm in Half Moon Bay. All of the children enjoyed visiting Lemo's Pumpkin Farm. The children especially liked picking out their very own pumpkin to take home.





Child Care Holiday Celebrations

This past holiday season was filled with many exciting happenings in the Child Care division. All of the program sites had holiday celebrations or multicultural feasts, and the children participated in many winter arts and crafts. Santa visited all the preschool programs bringing gifts to the children. Gifts were prepared by city staff so Santa could pass them out to the children during his visit. The children also learned winter holiday songs and a good time was had by all.

The Child Care staff continued the tradition of coordinating the craft section of the Holiday Extravaganza. After the families finished putting together their gingerbread houses they had the option of making crafts in the Community Center Preschool room. There were many art and craft activities for the children to enjoy. The event ran from 11am-2pm on Saturday, December 7th and was attended by many families.



See's Candy Fundraiser

The Child Care division's preschool programs completed their See's Candy fundraiser. We raised \$2,168 and total candy sales were almost \$9,000. The funds raised will be used to help pay for field trips to the Exploratorium and to the Children's Discovery Museum.



Full-Time Child Care Recruitment Update

The Child Care division has almost completed the recruitment for the 5th position of the 5 new full-time positions approved by City Council as part of the Child Care expansion for 2019/2020. The additional/promoted full-time Child Care staff are continuing to do well in their new positions and making great contributions to their sites.

Fairmont West Playground

The Fairmont West site will be getting a new playground installed in March of this year. Part of the playground structure costs will be financed through a grant award from GameTime, along with PlayCore's Center for Outreach, Research and Education. The California Parks and Recreation Society (CPRS), PlayCore, and GameTime have strategically partnered to support and promote "**Parks Make Life Better!**" through education and funding opportunities. Once the installation is complete, the Fairmont West playground will serve as a National Demonstration Site (NDS), serving as a model for promoting physical activity, fitness, nature engagement and inclusion.



Staff Report



Item VI D

Date: January 22, 2020

To: Members of the Parks, Beaches and Recreation Commission

From: Sydney Bliss, Recreation Coordinator

Subject: Recreation Division and Community Center Rentals Update
October – December 2019

Youth & Teens

Cabrillo and Vallemar After-School Programs

J-Teen Afterschool is designed for sixth, seventh, and eighth graders at Cabrillo and Vallemar schools. The program's goals are to provide a safe space for participants where they are able to do their homework and socialize with their friends. This program gives teens the opportunity to come together to learn academically and socially. The J-Teen Afterschool program's success relies on the strong collaboration between the PB&R department and schools.

There is currently a combined total of 40 students in J-Teen Afterschool at Cabrillo and Vallemar. This time last year we had a combined count of 42 students. We will be doing more classroom presentations to promote the programs for next year, and are looking into possibly changing the location of Cabrillo afterschool to the community center to open up the program to any 6th, 7th, & 8th grader in Pacifica interested in attending.





J-Teen Dances

J-teen dances are held at the Community Center one Friday a month from 7:00 to 9:00 PM. These dances are a great opportunity for Pacifica middle school youth to socially interact with students from other schools. Appropriate current music is provided by DJ Arthur de Vera. The dances are supervised by PB&R Recreation staff while the Youth Advisory Board runs the snack bar.

Our October dance was themed Halloween Haunt and brought in 174 teens, November was themed Emoji Dance and brought in 118 teens, and our December dance was themed Deck the Halls and

brought in 67 teens. A great time was had by all that attended and we are hoping through additional marketing to see a greater attendance for the upcoming dances.

Future Dance Dates

- Friday, February 7
- Friday, March 6
- Friday, April 17
- Friday, May 15

Dance Theme:

- Be My Valentine
- March Madness
- Teenchella
- Glow



Youth Advisory Board

The Youth Advisory Board (YAB) has six high school age youth who currently sit on the board.

The YABs had their annual High School Fair on Thursday, October 3rd, 2019. We had 13 public and private high schools, Pacifica Library, and Pacifica Prevention Partnership in attendance. The event was well attended by approximately 300-400 local youth looking forward to their bright futures.



The YABs are currently working on the annual Pacifica Spelling Bee, which will be open to all Pacifica youth in grades first through fifth. The YAB is looking forward to this event scheduled for February 8th, 2020 at the Community Center.

Special Events

2019 Halloween Spooktacular

In October, the Parks, Beaches and Recreation Department sponsored the annual Halloween Spooktacular – a Haunted House and Family Carnival at the Community Center. The event included a haunted house portion and carnival with games and prizes located throughout the Community Center.

The Haunted House was set up in various rooms and areas of the Community Center by staff and volunteers. Local organizations participated by “adopting” a themed room in the haunted house and include the Pacifica 4-H Club, Boy Scouts Troop 256, and Mitch Hughs.

This year the event was held on October 26th and 27th. This was when PG&E shut off power to Pacifica. Public Works was fast to react and was able to work with PG&E to get a generator up and running as well as converting our dance studio into a charging station for the public (starting on the 27th, through a request from PB&E). With our power restored we continued to run the haunted house but decided to make the event free to the public on Sunday October, 27th. Our attendance was low due to the power outage, however the feedback from those who participated was wonderful.



Ohlone Portola Heritage Day

On November 2nd, 2019 the City of Pacifica’s Parks, Beaches and Recreation Department in conjunction with the County of San Mateo, and the National Park Service commemorated the 250th anniversary of the sighting of the San Francisco Bay by Gaspar de Portolá with the help of the Ohlone Ramaytush people.

This event was hosted by the City of Pacifica with help from San Mateo County Parks and the Golden Gate National Recreation Area/NPS. The event included participation of living



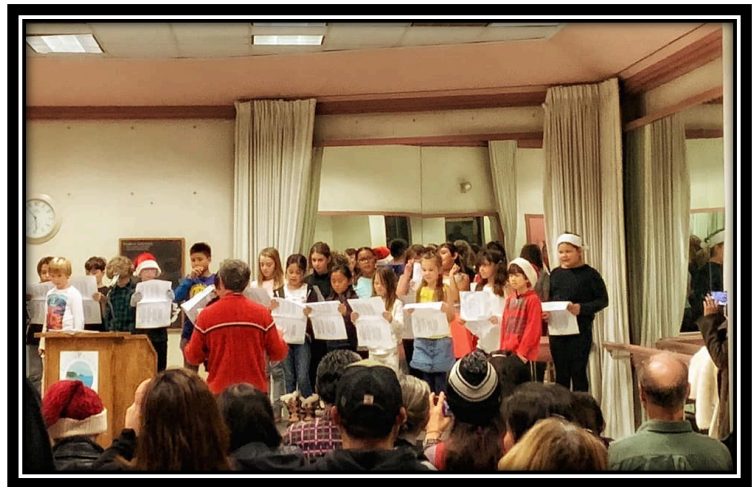
descendants of the Ramaytush Ohlone and Los Californios (from the Portola' and Juan Bautista de Anza expeditions). Several other trail and historical groups participated by having tables with information. Trail and historical groups and society. The event program included remarks from Golden Gate National Area Superintendent Laura Joss, County Supervisor Don Horsley, rumsien-ramaytush Ohlone Gregg Castro, Assemblyman Kevin Mullin, Senator Jerry Hill with a welcome speech from Pacifica Mayor Sue Vaterlaus.

In edition there were several short educational films screened as well as discussions led by Gregg Castro, Pat Kremer from the Pacifica Historical Society and Nancy Kaplan of GGNRA.

The Pacifica Community Center mural was presented by the Beautification Advisory Committee and artist Jeffery Wong spoke about his vision. There were food trucks parked in front of the community center for people to have lunch and because of the beautiful weather there were activities hosted by the National Park Service outside.

Holiday Lighting Event

On Friday, December 6, 2019, the annual Holiday Lighting Event served as the precursor to the weekend's events at the Community Center. Because of rain the event was moved inside to the warm dance studio and Poet laureate, Camincha Benvenuto, recited a holiday poem with the help of the crowd, and Parks, Beaches, and Recreation Director, Michael Perez, started our countdown to the lighting. With the dedicated assistance from the Public Works department, the LED lights illuminated the Community Center and the trellis while the Sunset Ridge Choir, led by Thomas Stafford, sang holiday carols. Attendees took pictures with Santa and Mrs. Clause before entering the Elf Market.



Elf Market

The Elf Market took place on Friday and Saturday during the Holiday Extravaganza Weekend at the Pacifica Community Center. The vendors sold hand crafted products at reasonable prices. This year 58 vendors participated, which was up from our 53 vendors last year.

This event is a fun kick-off to the holidays and feedback from the vendors and the community continues to be positive and appreciative. Many of the reviews from vendors asked if we could have better weather for next year.





Santa's Workshop

On Saturday, December 7th, 2019, the Parks, Beaches and Recreation Department hosted the annual Santa's Workshop. For \$5, children were able to participate in the making of holiday crafts as well as gingerbread houses. This year 130 houses were made. This number is down significantly from last years 250, and we believe the biggest contributor to the decrease was the stormy weather. While the houses were drying and waiting to be decorated, children had a chance to visit with Santa and Mrs. Claus as well as make arts and craft projects provided by the Pacifica Child Care staff.



Parent's Night Out

Parent's Night Out is an event where children in Grades K-8 can come to the Pacifica Community Center for a night of fun arts & crafts, games, dinner, and a movie while their parents have a night out on the town or a night in without kids. During our October event the participants created their own mummy hot dog dinner as well as decorated their own pumpkin cookie for dessert. During the December event there were activities which included a present unwrap and snowflake designing.



Upcoming Special Events include:

Princess Dance
Saturday, January 18, 2020 5:00-7:00 pm

Spelling Bee
Saturday, February 8, 2020 10:00-2:00 pm

Parents' Night Out – 5:00-11:00 pm
February 15, 2020

Annual Spring Egg Hunts
Friday, April 10th, 2020 at Fairmont Park – 4 pm
Saturday, April 11th, 2020 at Frontierland Park – 10 am

55th Annual Junior Olympics
Wednesday, April 22, 2020 4:00-6:00 pm
Group 1 & 2 50 Meter & 100 Meter Dash Trials Only
Oceana High School, 401 Paloma Ave. Pacifica
Saturday, April 25, 2020 at 9:00 am
Group 1 & 2 Trials & Finals
Terra Nova High School, 1450 Terra Nova Blvd. Pacifica
Wednesday, April 29, 2020 3:30-5:30 pm
Group 3 & 4 Trials & Finals
Oceana High School, 401 Paloma Ave. Pacifica

Pacifica Community Center

Between the months of October and December, the Community Center was occupied by the following groups/rentals (this does not include the daily classes, meetings and happenings of the Senior Service Department or the contract classes)

Regular Permits include:

Sunday	Victory Outreach Pacifica
Monday	Narcotics Anonymous-Serenity by the Sea Pacifica Oldtimers Newcomers Monday AA Women's AA – Comfortable Shoes
Tuesday	SAMCAR Refuge Recovery Pacifica American Little League (2 nd) Part-Time Recreation Staff meetings (Monthly)
Wednesday	Pacifica United Soccer Club (1 st) Pacifica Quilters (2 nd) SAA Meeting
Thursday	Pedro Point Surf Club (Last) Pacifica Toastmasters Pacifans Care (3 rd)
Friday	Golden Gate South meeting J-Teen Dances (Once a month)

October Weekends	Parents Night Out, Spooktacular, Celebration of Life
November Weekends	Portola Discovery Hike, Elaina's Dance Party, Pacificans Care Speakeasy
December Weekends	Holiday Extravaganza, Parents Night Out



Staff Report



Item VI. E)

Date: January 22, 2020

To: Members of the Parks, Beaches and Recreation Commission

From: Jim Lange, Recreation Manager

Subject: Senior Services Division Update October – December 2019

Manager's Report

Sirkka Niukkanen Estate

Recreation Manger was served Estate closing paperwork from San Mateo County Superior Court for final estate distribution. Pacifica Senior Services is receiving an additional \$391,414 from the estate, bringing the total to receive to \$2,141,414. There is currently \$600,000 allocated to support the CaR (Connect a Ride) Program (senior partially subsidized cab rides). Final distribution is expected to be received first quarter of 2020.

Giving Tree Trust Funding

The Giving Tree program received \$5,050 between the months of Oct. – Dec. Projects during this period with these funds have included:

- Painting the Card Room and “touch-ups” in the Senior Lounge area.
- Wall rails were purchased to protect the walls from damage caused by tables and chairs. Our Public Works Dept. installed the rails and a volunteer painted the rooms.
- Our Computer Lab printer was replaced with a color jet printer.
- Stepping stones and plants were purchased to dress up the front of the Community Center and the Bocce Ball Court Garden.
- Expanded New Year's entertainment was contracted out to help celebrate bringing in 2020.

Future projects being considered with Giving Tree Funds include upgrading the sound system at the Community Center and window blinds replacement in the Dining Room.

Holiday Donations

The holidays are filled with gifts to our seniors from many community groups and businesses.

➤ Thanksgiving:

- Nicks Restaurant of Rockaway once again hosted a free Thanksgiving feast and served 112 seniors on November 26th. The Gust family continued the tradition of serving our seniors this bountiful feast and excellent service for over 45 years.
- The Pacifica Police continued its tradition of “Folks in Blue Turkey Too” providing 70- \$10 Safeway Gift Cards for our Meals on Wheels clients. A special thanks to Carol Tollefson and Officer Suzie Cunanan for their time to deliver gift cards to some of our Meals on Wheels seniors.
- Community Organizations continue to bring joy to our homebound seniors receiving Meals on Wheels during the holiday season. Hand craft gifts included: Marge Charlton and the Zeta Eta Master Sorority prepared chocolate and peanut butter turkeys, Marge Ridgway and the Beta Sigma Phi Torchbearer Phi Chapter 3055-3015 created Thanksgiving poppers, Betty Benjamin and the Coast Side Social Service Club for the holiday cereal bowls, Beta Sigma Phi Torchbearer Phi Chapter crafted reindeer ornaments and pins.

Misc. Donations / Grants

- Pacifica Senior Services received \$2800 from Pacificans Care through efforts of the “Rockaway Ricky Fund” This is a memorial fund that benefits the pets of Meals on Wheels clients with pets that are enrolled in our “Healthy Seniors, Healthy Pets” program. Funds from this benefit also are given to the Pacifica Resource Center to help the Pacifica homeless. This benefit was started by Christine Stahl and this is the second year of its conception. Last year both agencies received \$500 each.
- Pacifica Garden Club \$100 holiday donation for Meals on Wheels

“Night out on the Town” Holiday Auction was conducted at the Lisa Eccleston of Eccleston Incorporated real estate office during the Rockaway Tree Lighting event on Dec. 8th. Lisa allowed us to transform the office into a silent auction hall. The auction was a huge success and raised nearly \$2800, doubling the proceeds from last year. Once again the following City department’s employees participated by contributing funds to make baskets for the auction: Police, Fire, PB&R, City Hall & Attorney, Wastewater, Public Works and Senior Services. Outside donors include: Direct Loans, Eccleston Incorporated, Pacificans Care, Brady Air, Vadim Dymshyts (local artist), GG Construction Bill & Renee Glenn and Pacifica Beach Hotel.

Age Friendly Cities (AFC) update

AFC Task force had a follow-up meeting to review moving forward as a Community Committee. We reviewed the status of the CaR Program and briefly discussed the housing project and AFC recognition for local business best practices for seniors; more to come in the beginning of 2020.

CaR Program (Connect a Ride) update

CaR was launched on November 4, 2019. There are currently 198 Pacifica residents 65+ years old registered in the program. We had a few “bumps” on the road initially but the program is now going smooth. Seniors are allowed to go anywhere in Pacifica as well as to the Colma Bart Station and Hospitals (and Medical offices associated with the hospitals) between Daly City and Burlingame. A major goal of the program is to reduce isolation with the understanding that transportation is a major barrier for many.

Senior Services Administration

Senior Services utilized Office Team temp help to temporarily cover the absence of Asst. Senior Services Supervisor position. PB&R Director Perez and Manager Lange are working with the HR Department in establishing the best organization alignment to move forward with the PB&R Department. Terry Slepnikoff is the temp Senior Services Administrative Asst. and is primarily covering for the Meals on Wheels and Transportation programs. Terry is doing an excellent job.

Building & Facilities

- The EQ Basin project is still behind completion schedule, but hopes are it will be completed in February 2020.
- Pacifica Beautification Committee public mural representing the Ohlone-Portola' Heritage Trail was unveiled on November 2nd.
- Panic buttons have been installed at the Community Center, City Hall and PB&R building in efforts to maintain a safe environment. There has been an increase of undesirable transient behavior at the Community Center. Senior Services Staff met with Pacifica Police Captain Spanheimer and Watch Commander Wachtelborn to discuss staff's expectations from calls to the Police for assistance. Policies and procedures were discussed and expectations from staff and the police personnel were exchanged.

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

Roll out of SenorSpace

Phase 1 for participants utilizing the SenorSpace software system to register for classes, SIA membership and volunteer hours has been completed and is being utilized 100% for tracking and reporting. We still need more cooperation with all

volunteers registering their hours (this has been an ongoing issue with all systems that we have developed in the past). This includes class participation, facilitator payments, and volunteer hours, senior payments for classes and SIA membership payment and management.

The first phase of the rollout of Senior Space was our SIA Membership Drive and volunteer hour reporting in September.

Phase 2 began October 1st for class/activity payments and transition from old punch card. Scanned data will be utilized to pay facilitators requiring payment, tracking program usage and managing volunteer hours.

SenorSpace scan function will reduce layers of redundant data entry by staff and volunteers.

SIA Membership

Seniors in Action Membership drive was once again a huge success. As of the end of the quarter, we have over 750 members (new and renewed) enrolled for the 2020 membership year.

Volunteers

Volunteers have assisted with the SIA Membership registration and data input of SIA renewals

Year-to-Date Program Revenue

	07/01/2019 -06/30/2020
Activity ("Reason/Progam")	Totals
SIA Membership Dues	\$ 21,579.00
Donations with Membership Dues	\$ 270.00
SIA Member Class Card Sales	\$ 10,337.00
Non-SIA Member Class Fees	\$ 1,522.80
Gift Shop Sales (Gross)	\$ 2,641.55
Podiatry (Dr. Joan Small)	\$ 149.00
Rummage & Cookie Cart	\$ 18,065.28
Rummage Sale - Art	\$ 730.00
Miscellaneous Monetary Donations	\$ 688.75
Slotting Fees	\$ 100.00
TravelCenter payments (Net)	\$ 80.00
Special Events (Gross)	\$ 255.00
Deposit Total for Account	\$ 56,418.38

Ongoing Programs

- Golden Treasures Gift Shop is Pacifica's best kept secret. We have some creative gift ideas in our remodeled 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 a.m. – 12 noon Mon. - Fri.).
- Rummage sales for the month of December were on hold to be transformed into holiday accessories and decoration sales daily (on honor system). Sales will resume every other Wednesday and Thursday from 9am to 2 pm in January 2020. 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 us two times a month for the senior's easy access of books, music, movies and much more. They are an outreach in our city and continue to be an educational asset to our Center.
- Big Bucks Bingo is enjoyed every Wednesday from 1 – 3 pm after Congregate Lunch. Buy-ins are \$7 for one pack.
- Guitarists and vocalists Scott Hill and Gene Gibson, Jr. bring their magic to the Center every month as does DJ Rey Hauser.

October

- Our annual Octoberfest on October 3rd was a wonderful fall celebration thanks to Chef Steve's luncheon of bratwurst, sauerkraut and near-beer accompanied by Jacob Puhachevsky on the accordion.
- Our annual "Bocce by the Beach" Tournament was held on October 8th. Luigi's Restaurant sponsored the fundraiser event. Players were treated to a continental breakfast sponsored by Linda Mar Starbucks and a lunch prepared by Luigi. Winners were awarded dinner certificates for Luigi's Restaurant.
 - This year's Halloween celebration was a crowd favorite with sweet treats, games, and a very festive and competitive costume contest.



November

- The Senior Center held their first Service of Remembrance event on November 1st. Bereavement counselor, Christine Kovach 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.
- 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.
- Pacifica Sharp Park Library and Pacifica Senior Services partnered up and hosted a Docent Art Talk on Auguste Rodin (Sculptor of Truth and Feeling). Because this event was well attended, the Community Center will be hosting another Docent Art Talk in March!
- The Senior Center's Thanksgiving buffet and celebration was held on November 21st. Volunteers helped decorate the dining room with fall decor, tablecloths, and centerpieces. Special thanks to Horace Hinshaw, SIA Chair, who served as the event's MC.
- Approximately 110 participants attended the annual Nick's Restaurant Thanksgiving Luncheon held on November 26th. Every seat was taken as Chuck Gust, Lena Gust and staff served a delicious three course meal including a garden salad and Nick's famous garlic bread, a main course of turkey, mashed potatoes, stuffing, gravy and green beans followed by carrot cake, coffee and tea.



December

- The annual SIA member Holiday Gift Card Exchange was on December 10th. Participants sealed a Gift Card in an envelope and played the Left-Right Christmas game. At the end of the game, participants opened the gift they ended with! Refreshments were provided and a good time was had by all.
- Raoul's Revue Christmas Performance was held on December 12th. Performers dressed up in costumes and sang Christmas carols that succeeded in getting everyone in the holiday spirit.

- On December 16th, Ocean Shore School 3rd graders under the direction of music instructor Marilyn Wells brought their beautiful holiday concert to the Senior Center.
- Our annual Christmas Party was held on December 19th. The seniors enjoyed a buffet-style luncheon of Baked Ham in the auditorium that volunteers decked out with holiday decorations, tablecloths and centerpieces. This year Santa Claus and Mrs. Claus surprised the seniors with a special visit, candy canes, and delicious egg nog as they led them in singing a couple Christmas carols. Thank you to Horace Hinshaw, SIA Chair, who served as the event's MC.
- Carolers from Cabrillo School Pacifica Child Care ranging from 5 to 10 years old along with their Site Coordinator Lisa Menconi delighted seniors with a holiday concert on December 23rd.
- New Year's 2020 was rung in a bit early at the Senior Center with a countdown to 12 noon. Seniors enjoyed a delicious lunch of Chicken Cordon Bleu, Sparkling Apple Cider, and cake! Incredible live entertainment was provided by Susan Watson-Acero and Grant Ewald.



Upcoming Programs:

January

- For Chinese New Year, the year of the rat. We will celebrate the beauty of Chinese culture and cuisine on January 24th.
- The Senior Center is getting ready to rumble for our Super Bowl Party and Luncheon on January 31st.

February

- The Valentine's Day Luncheon and Celebration is planned for Friday, February 14th. We will crown our new King and Queen of Hearts.
- Mardi Gras Luncheon and Celebration is going to be held on Fat Tuesday, February 25th. Mardi Gras is a fun time of year especially with the auditorium decorated with beads in traditional green, purple and white colors with hope to put everyone in the mood for a New Orleans's experience.

March

- March 17th is St. Patrick's Day-- one of the most attended celebrations at the Senior Center. Seniors will fill the Auditorium to enjoy Chef Steve's luncheon of Corn beef and Cabbage.

Senior Nutrition Programs (Submitted by Terry Slepnikoff, Office Asst. (Temp) and Jim Lange, Manager)

Meals on Wheels (MOW)

Meals on Wheels volunteers delivered 5029 freshly prepared meals during the second quarter of fiscal year 2019-20. Year-to-date number of meals is now 9,229, which is a 9% increase to AAS contract.

Meals on Wheels completed its 7th semester in partnership with San Francisco State University School of Nursing Lecturer Lisa Marlowe, MSN, and her students. This partnership should be a national model that greatly benefits our clients, offers valuable service hours that would otherwise need to be covered by paid staff, and provides students with valuable field work during their Community Health rotation.

Congregate Lunch (Submitted by Jim Lange, Manager)

Volunteer Servers and Cashiers provided service to 3,136 freshly prepared meals during Congregate Lunch in the second quarter of fiscal year 2019-20. Year-to-date meals served are 6,338, which is a 9% decrease from AAS contract.

Senior Transportation Program (Submitted by Terry Slepnikoff, Office Asst. (Temp) and Jim Lange, Manager)

Senior Services staff provided 1,426 one-way trips in our 7-passenger bus taking Pacifica Seniors to and from their homes and on shopping trips during the second quarter of fiscal year 2019-20, an 18% decrease from AAS contract. We are still trying to hire a Class B driver so we can utilize our 20-passenger bus.

Special Trips

- I&R Coordinator Parque once again treated seniors to a holiday lighting excursion in San Carlos. Colin de Souza continued his tradition of driving for our large bus for evening events. Ten seniors participated in this attraction while enjoying a pizza dinner and sipping on hot chocolate.

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

Tax season prep is underway. Appointments are already filling up and are every Monday starting Feb.10 – April 13. Appointments are between 9:30am – 2:45pm. Appointments can be made with any Senior Services Staff member between the hours of 8:30am – 5pm. Mon.-Thursday, or calling Karen Parque at 650 738-7353.

Medical Supply Loan Program

- The Medical Supply Loan Program provided 41 pieces of equipment to seniors this quarter. These items included canes, walkers, shower chairs, commodes and wheel chairs.

Educational & Wellness Programming

- Monthly *Spotlights on Nutrition Education* continued throughout the quarter with expert guidance from Tracie Dalton, RD, CDE. Topics included this quarter were: FDA Food Safety, Whole Grains and Eating Right for Older Adults.
- Eight-hour comprehensive and 4-hour “refresher” *AARP Mature Driver Safety* classes were conducted by instructor Jane Anderson in April 2019.
- Beth Bashore, MFT, from Mission Hospice & Home Care is doing wonderful work with the *Drop-in Grief Support Program*.
- Peninsula Family Services *Stages*, a twice monthly drop in discussion group for seniors with trained counselors JoAnn Arnos and David Ruettiger has attracted wonderful participants and continues to grow each week.
- Sutter Health’s monthly *Wise & Well Health Education and Screening Sessions* with Janel Jurosky, MSN, RN, and the Mills-Peninsula team continue.



Staff Report

Parks, Beaches and Recreation Commission
Agend Summary Report
January 22, 2020
Item VIII A

SUBJECT:

Bicycle and Pedestrian Plan Update – Draft Plan Recommendation

RECOMMENDED ACTION:

Receive report/presentation on the Bicycle and Pedestrian Plan Update – Assessment of Existing Bicycle and Pedestrian Network Conditions. Recommend that City Council adopt the Draft Bicycle & Pedestrian Master Plan.

BACKGROUND/DISCUSSION:

Over the past year and half, City staff along with Alta Planning + Design have been working on updating the City’s Bicycle Plan. The Bicycle and Pedestrian Plan aims to identify key areas of bicycle and pedestrian improvements and additions to safety within the City’s limits.

Staff utilized the City’s weekly newsletter and City social media coupled with kiosk displays at both Pacifica libraries, numerous City events (Fog Fest, Christmas tree lighting, etc.), Gearhead Bicycles, and City front desks to bring attention to the plan, its website, future workshops, and the ability to provide feedback online. Over the course of the project City staff and/or Alta held the following in-person events:

- October 2018- PBRC Meeting
- October 2018- Rockaway Farmers Market Pop-up
- December 2018- Pacifica Collaborative Presentation
- January 2019- Manor Safeway Pop-up
- January 2019- Public Workshop/PBRC Meeting
- April 2019- Eco Fest Pop-up
- June 2019- PBRC Meeting
- August 2019- Pacifica Senior Lunch Presentation
- October 2019- Public Workshop/PBRC Meeting



Staff Report

Parks, Beaches and Recreation Commission
Agend Summary Report
January 22, 2020
Item VIII A

Additionally, the website, www.walkbikepacifica.com was accepting comments corresponding to each phase of the work ranging from broad City-wide comments at first, to narrow project based feedback at the end.

The project undertook four phases of work, all of which had public comment and PBRC comment:

1. Existing Conditions – combination of reviewing existing City goals, policies, & conditions with initial public comment to produce a priorities and existing gaps in bicycle and pedestrian infrastructure.
2. Needs Assessment – combination of bicycle and pedestrian collision analysis, accessibility analysis of Pacifica’s activity generators, a Level of Traffic Stress analysis, and public comment.
3. Draft Recommendations – Using previous phases of work to develop a set of recommended projects and programs for the plan.
4. Draft Plan – Based off of previous work, develop a full length plan to address the current bicycle and pedestrian needs of the City.

Now that this work has concluded, Staff is seeking Parks, Beaches, & Recreation Commission approval of the plan to bring forth to the City Council for ultimate adoption.

FISCAL IMPACT:

None

ATTACHEMENTS:

Bicycle and Pedestrian Draft Final Plan