



AGENDA

Parks, Beaches and Recreation Commission City of Pacifica

**WEDNESDAY, October 28, 2019 CITY COUNCIL CHAMBERS
2212 Beach Boulevard**

6:00 PM TO 7:00 PM Bicycle and Pedestrian Plan Open House Workshop

CALL TO ORDER

7:00 PM REGULAR MEETING

I PLEDGE OF ALLEGIANCE

II ROLL CALL

III APPROVAL OF MINUTES Regular Meeting September 25, 2019

IV ADOPTION OF AGENDA

V PUBLIC HEARINGS

VI ORAL COMMUNICATIONS

This is the time set aside for the public to address the Commission on items not appearing on the agenda, public input will be considered for items at this time. Please state your name for the record when addressing the Commission. Statements will be limited to three (3) minutes.

VII SPECIAL PRESENTATION

A) Draft Bicycle and Pedestrian Plan Presentation

VIII 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

IX REPORTS, ANNOUNCEMENTS AND CORRISPONDANCE FROM COMMISSIONERS

X REPORTS FROM STAFF

A) Director Perez

Next Regular Meeting November 20, 2019

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 September 25, 2019
City Council Chambers
2212 Beach Blvd.
Pacifica, CA 94044

CALL TO ORDER:

Chair Knowles called the meeting to order at 7:15 PM.

I PLEDGE OF ALLEGIANCE:

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

II ROLL CALL:

Commissioners Present: Chair Knowles, Commissioners Abbott, Kellogg,
Lusson, and Poblitz.

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 8-28-19 meeting. Commissioner Abbott requested 2 changes in the minutes. On page 8 it should read Commissioner Knowles attended the Dog Surfing Contest not Commissioner Abbott. The motion for the new Chair was approved by a 5-0 vote, and the motion for the new Chair Pro Tem was approved by a 5-0 vote.

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

IV ADOPTION OF THE AGENDA:

Chair Knowles called for a motion adopting the order of the agenda.

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

V REPORTS, ANNOUNCEMENTS AND CORRESPONDANCE FROM COMMISSIONERS

Commissioner Lusson: Attended the Big Chill longboard surf contest and felt it was a good event.

Commissioner Poblitz: Has reached out to the Bike Park Coalition.

He asked if they could put their handouts at the PBR booth in addition to their own. **Director Perez** stated that he would like to see the materials first. The Bike Park Coalition will have their own booth at fog fest. He has received feedback from the community asking for adult pickup games like volleyball, soccer, and basketball. He has also been asked about discounts on beach parking passes for families with multiple cars. In regard to the National Fitness Campaign he was asked if there will ever be an area in Pacifica that's exercise forward with facilities for Cross Fit/Natural Resistance that could be a gathering point for people. He will be volunteering at the PBR booth during the fog fest.

Commissioner Abbott: Reported that the Senior Transportation Council presented the CAR program to the City Council, it was approved 6-0. The Library Project mailed postcards to the community promoting the new library proposal. The postcards featured a website address for more information. She reported that the BAC Community Center Mural has been started. She attended the Seniors in Action meeting where the new board members were seated. Horace Hinshaw is the new Chairperson. A new format was introduced to allow more public access to the meetings. She reported that the Sanchez Art Center will have a booth at the Fog Fest featuring a "Postcard to Pacifica" project.

Commissioner Kellogg: Has also received requests for adult basketball or volleyball pickup games. He received positive feedback in favor of a Bike Park and indicated there was community interest in the project.

Chair Knowles: Volunteered at the Coastal Cleanup Day at Grey Whale Cove. Her discussion with the local Sheriff included support for a street crossing at Highway 1 and Grey Whale Cove.

VI SPECIAL PRESENTATIONS:

None

VII ITEMS FOR CONSENT

None

VIII ITEMS FOR CONSIDERATION:

None

IX REPORTS FROM STAFF

Director Perez: Stated that the PBR participation in Fog Fest would start on Sunday with the Fog Jog beginning at 9:00 AM, and the Family Fun Fest from 1-4 at IBL. He recommended everyone check it out.

Director Perez announced the following events:

- High school Faire October 3 Run by the YAB
- Aquatic Pumpkin Patch October 19
- 16th Annual Spooktacular October 26
- OPHT November 2

Director Perez:

Reported that we have a non-binding agreement with the National Fitness Company to give us a discount of \$30,000 on equipment purchases. The preliminary plan is to use this for facilities at the Sharp Park Beach Promenade. He reported that Public Works would like to address landscaping and rehabilitating that area. There are ideas being discussed to hardscape the Beach Promenade Plaza adding sculptures, seating areas, and fitness equipment to make it more of a plaza. Two designers and our engineers are discussing general ideas. They have targeted October to present their ideas to the Commission and public. The language in the warranty from National Fitness says the equipment isn't covered in our damp environment. If this is the case we won't be able to use it. The project is moving forward.

PBR Offices

Five of the offices in the PBR building will be closed due to poor air quality issues. Those affected are Director Perez, Recreation Assistant Supervisor Phipps, Child Care Supervisor Gilbert, and Asst. Child Care Supervisor Tiet. For the next several months they will be working out of the PBR Conference Room.

CAR

Michael Mau and Recreation Manager Jim Lange presented the CAR program to the City Council. Several of our senior residents sent the City Council letters of support for the program. There were no objections from the City Council. Senior Services is planning a November start for the program.

Ohlone Portola Heritage Trail

On November 2, between 10 AM and 3 PM there will be lots of activities at the Community Center preceded and followed by discovery path hikes. Interpretive panels will be placed at the Portola statue site and the trail head. Sanchez Adobe will premier their panel on October 26. They are also hosting a Heritage Day. The commemoration ceremony will include the new Community Center mural, hikes to the discovery site, hands on activities, food trucks, and Nick Neely Hill who hiked the entire Portola path. Mr. Hill will also be at the Pacifica Historical Society on Sunday to sign books.

Director Perez referred conversations regarding adult sports pick-up games and beach parking permits to a later time.

Commissioner Poblitz: Said he would assist with the Fun Fest if needed. He said PBR always does an awesome job on the Fun Fest.

X ADJOURNMENT

Chair Knowles asked for a motion to adjourn the meeting.
Commissioner Poblitz made the motion to adjourn, Commissioner Abbott seconded the motion. Motion carried 5-0 and the meeting was adjourned at 7:50 pm.

Respectfully submitted,
Linda Hanssen
Recreation Specialist

Parks, Beaches and Recreation Commission
Cynthia Knowles, Chair



Staff Report

Item VIII. A)

Date: October 23, 2019
To: Members of the Parks, Beaches and Recreation Commission
From: Michael Perez, Director
Subject: Administrative Update

I am pleased to present to you our October 2019 quarterly reports. On the following pages you will find updates on our summer program happenings and events, put together by department staff. While department programs expand in the summer, there is a corresponding increase in workload for our staff, which will be apparent in their reports.

With school year programming starting up, fall is in full swing. We have several of our department signature events that have been completed and/or are coming up – J-Teen Dances, Parents Night Out, Aquatics Pumpkin Patch, Halloween Spooktacular, the Ohlone-Portola' Heritage Day, our Holiday Extravaganza, Elf Market, Santa's Workshop and Senior Services' Night Out on the Town Silent Auction.

I would like to thank our staff and volunteers for their hard work and effort this last quarter and over the summer for helping us to deliver these programs and services to our community.

Playground Improvement Program

In September, Commissioners were given a presentation on the plans for planned playground improvements for 2019/2020. Public Works staff shared information about the recent playground audit analysis as well as a plan to move forward with the first five playground replacements. Grant monies, requiring a match, for the Fairmont West and Community Center will be awarded this fiscal year. In addition, the playground at Oddstad Park on Crespi Dr. is scheduled for replacement. Staff will bring updates on the progress of these three projects to future Commission meetings. In addition, staff plans to bring the remaining 19/20 playground projects to future meetings for public and Commission input.

Public Plaza Along Beach Boulevard

The 2019/2020 Capital Improvement Program includes the Public Plaza along Beach Boulevard project. On October 9th, the project designers, along with City engineering staff, hosted a community input pop-up booth at the Coastside Farmer's Market in Rockaway.

The 200 participants viewed interactive boards and given 6 "dots" (stickers) to select their preferred site amenities and overall character of the park. Participants were also encouraged to write in other ideas and general comments about the space. Write in comments will be included in the summary, including comments that may fall out of the scope of the project. Coloring activities were provided for younger participants. Children and teens were also given votes to participate. Most participants were glad to see the City was collecting input on this project and were excited at the idea of it being more usable and "pretty to look at". Two participants felt strongly it was not valuable to do anything in the space with the proximity to the ocean

The project will be part of the November agenda, with the designers and our engineering staff scheduled to attend.

PLAY

Staff is currently working on the Winter PLAY, with a final product scheduled to be mailed to Pacifica residents the week of December 2nd. Classes will be available for viewing on November 27th and registration begins on Wednesday, December 11th.

Ohlone/Portola Heritage Day

There has been a lot of progress made over the past few months relating to the Ohlone-Portola' Heritage Trail project. Staff has been coordinating event details with counterparts in San Mateo County and the National Parks Service/Golden Gate Recreation Area (NPS/GGNRA). Pacifica has facilitated and coordinated three planning meetings since June, with the final one scheduled for October 23rd.

Ohlone-Portola' Heritage Day, November 2, 2019 at the Pacifica Community Center:

- 8:30am – hike for folks wanting to get out early. RSVP prior is required for this.
- 8:30-10am – event and partner agencies/organizations who would like to "table" (provide an activity or info) set up.
- 10-11am – tables "open", folks can walk around to gather info, participate in activities, view exhibits, etc. *list of confirmed partners below
- 11am – ceremony/program – Welcome, invited speakers and dignitaries. Mayor Vaterlaus will give the official welcome. **list of confirmed dignitaries/guests below.
- 11:30/11:45-ish – dedication of the OPHT themed mural – comments from BAC.
- 12:00 – open time to walk around, visit tables, gather info, participate in activities, view exhibits, etc.
- 1:00 – 1:45 – Historic Program – featuring Pat Kremer of the Pacifica Historical Society – panel discussion/questions.
- 2pm – Afternoon Hike.
- 2:30 – 2nd Hike if needed.
- 3pm – building events close.

Other details:

- Food Trucks – food will be available for sale, set up on the sidewalk in front of the Community Center – Moonraker, Mr. Softie and a Mexican-food (tbd) truck.
- Kite making/flying activity – space will be set up on the west side of the building.
- Groups participating will be encouraged to have an activity or an interactive component to their table.
- Bus will be available for the afternoon hikes that will take hikers to the trail head at the end of Fassler from the Community Center.
- Afternoon hike will have a limited/sign-up ADA/Accessible component for folks wishing to go up via car on the San Bruno side.
- New Fassler parking lot will be completed.
- Interpretive sign mock-ups are tentatively scheduled to be available for viewing at the Community Center.
- Ohlone-Portola' Banners were placed up on Palmetto prior to the Fog Fest weekend.
- Director Perez was the guest speaker at the October 8th Rotary Club of Pacifica meeting, discussing the project, event and showing an OPHT movie.

Staffing

As mentioned in the Child Care report, we have hired four out of five of the approved positions as part of our expansion. We are currently recruiting for the final Full Time Teacher position. Below is a little bit of information about each of our new hires/promotions:

Gloria Perez was hired in July as our new Child Care Site Coordinator at Fairmont Park. Gloria comes to us with over 20 years of experience working with young children. Gloria holds an AA in Early Childhood Education from Skyline College and a Child Development Site Supervisor Permit from the California Commission on Teacher Credentialing.

We were also very excited to announce that Victoria Mills and Debbie Mahoney were both been promoted to Full-Time Child Care Teachers in July.

Vicki holds an AA degree in Early Childhood Education from Skyline College. She has over 20 years of experience working with young children and has worked for the City of Pacifica's Child Care division for over 11 years. Vicki also holds a Child Development Master Teacher Permit from the California Commission on Teacher Credentialing.

Debbie has earned 42 Early Childhood Education units towards her AS degree in Early Childhood Education from Skyline College. Debbie has worked with young children and for the City of Pacifica's Child Care division for over 18 years. Debbie holds a Child Development Master Teacher Permit from the California Commission on Teacher Credentialing.

In August, Herlyn Cresino was hired as a Full Time Child Care Teacher. Herlyn holds a BA in Early Childhood Education from Sonoma State University and comes to us from Bright Horizons. Herlyn's experience includes the development of both emergent and adaptive curriculums in the classroom setting and as well as experience working with special needs children.

As mentioned in Manager Lange's report, Assistant Supervisor Cooney last day with the City of Pacifica Senior Services was October 11th, following 4.5 years of service. She will be joining Daly City Libraries and Recreation Department as the Supervisor for the Active Adult & Senior Services division. We want to thank Ann for all her hard work and contributions towards making our Senior

Services Division, our department and our community successful, as well as wish her all the best in her new position.

Panic buttons have been installed at several locations in City facilities, including the Parks, Beaches and Recreation Department office and the Community Center in efforts to maintain a safe environment.

Upcoming Events

- **Spooktacular** - Oct. 26th and 27th, Haunted house and carnival at the community center. Fun for the whole family, Sunday less scary!
- **Parents Night Out** – Dec. 14th, 5-11pm, Ages 4-11 only. Crafts, games, movie and dinner included! Located at community center.
- **Holiday Extravaganza, Elf Market, Holiday Lighting, Santa’s Workshop, Senior MOW Night on the Town Silent Auction** – Weekend starting on Friday December 6th and 7th.
- **Youth Advisory Board** – Open to apply for any youth in high school that lives in Pacifica. Does not matter what school they attend.



Staff Report

Item VIII. C

Date: October 23, 2019
To: Members of the Parks, Beaches and Recreation Commission
From: Tracy Gilbert, Child Care Services Supervisor
Subject: Child Care Division Update July-September 2019

Program Update

The Pacifica Child Care program currently has a total of 431 children enrolled:

- 86 preschoolers
- 345 school-aged children

Last year at this time, the Pacifica Child Care program had a total of 401 children enrolled:

- 58 preschoolers
- 343 school-aged children

2019 Summer Programs

The Child Care programs had a very successful summer filled with lots of activities, field trips, assemblies, educational experiences and happy children. Four school-age programs were offered at Cabrillo, Sunset Ridge, and Vallemar and Ocean Shore sites and preschool programs at Fairmont West and Vallemar remained open as well.

Special events such as the Wild Animal Show, local walking trips, and other site-specific programs were offered at all sites. Every summer site had weekly trips to the Brink Pool for recreation swim sessions as well as summer outdoor days. Outdoor days included bike rides, nature hikes and

trips to the beach. This summer's bus trips were to Cull Canyon East Bay Regional Park, the USS Hornet in Alameda and to the San Francisco Zoo.





1. This year children attending Child Care once again had the option of signing up for learn to swim lessons at Brink Pool. Child Care children also had the choice to participate in the Recreation division field trips including Great America, Raging Waters, Santa Cruz Beach Boardwalk and Waterworld U.S.A.

Full-Time Child Care Recruitment Update

The Child Care division has filled 4 of the 5 full-time positions. Currently, a new recruitment has opened up on calopps.org for the 5th full-time position which will close on 10/28/2019. The additional/promoted full-time Child Care staff are doing well in their new positions and making great contributions to their sites.

As part of Child Care's expansion to enroll additional children from our waiting lists, we were able to enroll 33 more children and eliminate all current waiting lists except for a few children at our Cabrillo site. The Pacifica school district opened up an additional Kinder/ 1st grade combo class right before the start of the school year which brought additional families in need of care. Due to the need for additional staff beyond the full-time recruitments, there are still a few children on Cabrillo's wait list.

Fairmont Park Update

The Fairmont Park full-time preschool opened up for services on August 21st. Enrollment is full at the site with 24 children attending. As you can see from the 'before' and 'after' pictures that follow, the Fairmont Park site now looks very inviting. New windows and blinds will be installed in a couple of weeks and then only a few more items to be done and the project will be complete.

After Renovations at Fairmont Park

Before Renovations at Fairmont Park



Pacificans Care

The 2019 Pacificans Care Scholarship program granted \$7,000 to Child Care this year which was used to send local children on field trips, attend special events, and take swim lessons. The summer scholarships continue to support Pacifica youth due to the continued generosity of Pacificans Care. The grant allowed 63 children to attend field trips such as Great America and Raging Waters, and/or receive free swim lessons. The scholarship program makes it possible for many lower income families to enjoy additional recreation opportunities.

QIRS Grants

The Child Care program will be receiving a Quality Improvement Rating System (QIRS) grant again this year for \$6,300 from the County. The Child Care staff has been working with the County Office of Education to put forth a finalized plan for the best use of these funds. The funds have also been earmarked for use towards counseling hours provided by Star Vista, an outside resource.

See's Candy Fundraiser

The Child Care division's preschool programs are preparing to start their See's Candy fundraiser. Last year over \$1,400 was raised through holiday candy sales. Once again this year the funds raised will be used to help pay for field trips to the Exploratorium and to the Children's Discovery Museum.



Staff Report

Item VIII. D

Date: October 23, 2019

To: Members of the Parks, Beaches and Recreation Commission

From: Sydney Bliss, Recreation Coordinator

Subject: Recreation Division and Community Center Rentals Update July – September 2019

Youth & Teens

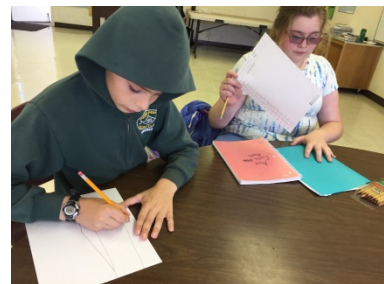
Cabrillo and Vallemar After-School Programs

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. J-Teen Afterschool is successful due to the strong collaboration between the PB&R department and schools.

Cabrillo has 12 students enrolled and will continue to take new enrollments.

Vallemar has 28 students enrolled and will continue to take new enrollments.

The programs opened on Tuesday, September 3th and runs Monday thru Friday.



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.



| <u>Future Dance Dates</u> | <u>Dance Theme:</u> |
|----------------------------------|----------------------------|
| Friday, November 8 | Emoji Dance |
| Friday, December 13 | Deck the Halls |

Leaders in Training Education (LITE) program

This summer 25 youth volunteers from Pacifica, between the ages of 13 and 17, spent a minimum of three weeks in Pacifica's Summer Adventure Camp program. Training was led by PB&R staff and San Francisco State University Instructor, Drew McAdams, with an emphasis on leadership and teambuilding. Throughout the summer program participants were able to volunteer at either Recreation sites or Child Care centers. The LITE's were evaluated at the end of each volunteered week and provided feedback to further enhance their leadership skills.

With a year-round aspect of the program, LITE's have been able to volunteer at Parks, Beaches and Recreation events such as the 4th of July Celebration at Frontierland Park, and will be asked to volunteer at the upcoming Halloween and Holiday events.



Summer Programs – Adventure Camp, Fairmont Park, & Summer Trips

Adventure Camp

This summer, 687 youth attended Adventure Camp, up from last year's enrollment of 653.



Adventure Camp was held Monday through Friday from 8am-4pm (with an additional option of extended hours 4-6pm). Staff created a summer experience that will stay with the campers forever. From activities and games, theme days and dress ups; the participants spent their summer learning, playing, and growing through adventure. Staff put together a program that encouraged teamwork, imagination, and fun for the youth of Pacifica and the response from parents and participants was consistently positive.



Fairmont Ranger Program

The Fairmont program was open from 10:30 am-4 pm this summer. Staff cultivated a fun environment for youth 8-13 years old. Twenty-one youth participated in this program, which is a decrease of 15 participants from last year. The program will be reevaluated and relocated next year as the space has been converted to an all-day child care site.



Summer Field Trips

The PB&R department offered the following out of town trips during the summer:

- Six Flags Discovery Kingdom
- Great America
- SF Academy of Sciences
- Raging Waters
- Hurricane Harbor
- Santa Cruz Beach Boardwalk
- Cull Canyon Lagoon

Youth who signed up were placed in groups chaperoned by Recreation staff.



End of Summer Play Dayz

This year PB&R staff joined forces with Aquatic staff to create a week long camp located at the Oceana pool. Thrity-eight participants played games, swam, and went on field trips during the week. The field trips included Linda Mar beach, Seabowl, and Century 20 Theater to see Toy Story 4. The camp was visited by Pacifica Police and Fire who graciously came out and engaged the camp in demonstrations.



Youth Advisory Board

In September, the Youth Advisory Board (YAB) held its first meeting of the school year. Six high school age youth currently sit on the board. This year, the board is very excited to continue serving the community and being actively involved in community building events. Already, the YAB has worked on the September J-Teen Dance, Fog Fest, and High School Fair. They are looking forward to providing events and information for Pacifica teens throughout the year. 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.



Special Events

Family Fun Fest

The 2019 Family Fun Fest was held on Sunday, September 29, from 1:00-4:00PM on the field of Ingrid B. Lacy Middle School. This event has been a part of our community for 37 years and predates the Fog Fest.

There was an estimated crowd of over 600 people at the peak hour attended; participating in a wide range of games and activities led by 27 volunteers and 12 PB&R staff. The volunteers, from San Francisco State University, participated in a weekend-long new games leadership training taught by Drew McAdams to transform their in class theory to real life practice. The volunteers did an outstanding job, displaying enthusiasm and positive attitudes throughout the training and festival.

The Parks, Beaches & Recreation Department was fortunate enough to have the help and support of numerous other volunteers, organizations and businesses to help put on this event including the groups listed below in alphabetical order.

- 2019 Fog Fest Committee
- Accurate Appliance
- Boy Scouts Troop 256
- Miller O'Brien Towing
- Drew McAdams, Head Trainer
- Bill Michaelis
- Pacifica 4-H
- Pacifica School Volunteers
- San Francisco State Student Volunteers who acted as play leaders
- San Mateo County Library
- Pacifica Youth Advisory Board (YABs)



Pacifica Community Center

Between the months of July and September, the Community Center was occupied by the following groups/rentals (this does not include the daily programs offered by 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 | Refuge Recovery Pacifica American Little League |
| Wednesday | Pacifica United Soccer Club Pacifica Sea Lions Swim Team Pacifica Quilters SAA Meeting |
| Thursday | Pedro Point Surf Club Pacifica Toastmasters Pacificans Care |
| Friday | Golden Gate South meeting J-Teen Dances (Once a month) |



Staff Report



Item VIII. E)

Date: October 23, 2019
To: Members of the Parks, Beaches and Recreation Commission
From: Jim Lange, Recreation Manager
Subject: Senior Services Division Update July – September 2019

Manager's Report

Federal Older American Act Funding

Pacifica Senior Services entered into 2019/20 contract with Area Agency on Aging for our programs that receive partial support from Older American Act funds, State General funds and San Mateo County General fund support. These programs include our Transportation, Congregate Nutrition and Meals on Wheels programs. We no longer receive Supplemental Meals on Wheels (non-seniors) funding and are currently not serving that population. These funds, along with State and County General Funds support, total \$223,840. Even though it is a 1% decrease from p/y (record year of funding for Pacifica, it is \$12,462 more than we budgeted. Last year we received additional one-time- only support for our Congregate Nutrition program that we knew we were not going to get again.

Pacifica Senior Services Congregate Lunch program was audited by the California Department on Aging. The audit is to primarily review San Mateo County Aging and Adult Services staff audits and oversight of providers that receive Older American Act funding. The audit consist of various providers and different programs. Pacifica was chosen for the first time to be audited for its Congregate program. The State Monitor stated during the County review that she was very impressed with the Pacifica operation. We received no citations.

Giving Tree Trust Funding

Giving Tree funds were utilized to paint the Community Center Card Room and purchase wall guards. Other expenses included minor amenities for the bocce ball court.

Sirkka Niukkanen Trust

Manager Lange and San Mateo County Commissioner on Aging, Michael Mau, presented to the PB&R Commission and Pacifica City Council the Connect a Ride (CaR) program. They presented a proposal to reserve \$600,000 of the Sirkka Niukkanen trust for senior transportation support. The new CaR program will be an eight-month pilot program and will line up with our City fiscal year calendar. Prior to the end of the year, the pilot program will be reviewed and adjustments will be negotiated. The balance of the \$600,000 minus the cost of pilot program will be allocated for additional years of operational support of program. The CaR program provides the majority of the cost of the ride covered by the Niukkanen Trust, will be available for seniors 24/7 and serviced by Serra Yellow Cab. Ride boundaries will be anywhere in Pacifica, the Colma Bart Station as well as hospitals and their medical offices between Seton Medical Center and Mills-Peninsula Hospital. It will also include the dialysis centers within the same boundaries.

There must be a CaR rider (Pacifica resident 65+ years old registered in the program) in the vehicle. Accessible vehicles are available at no additional cost. (See attached FAQ for CaR Program attached)

Pacificans Care 2019/20 Annual Grant

The annual Pacificans Care grant request of \$20,000 was granted, and in July was received by out-going SIA Chair Marge Ryan and Program Coordinator Dana Dieterle. The request was for continued general program support; to be used across all of our programs since they are all co-dependent upon each other

Age Friendly Cities (AFC) update

The Age Friendly Cities (AFC) Task Force members met with City Manager Woodhouse to discuss direction moving forward with World Health Organization (WHO) AFC projects. The recognition for Pacifica has not been approved by WHO yet; however, the Task Force is eager to move forward with the identified projects. It was decided by all present to move forward as a Community Committee Group, which means no utilization of City resources unless a project is adopted and supported by a City department.

Senior Services Administration

Assistant Supervisor Cooney last day with the City of Pacifica Senior Services was October 11th, following 4.5 years of service. She will be joining Daly City Libraries and Recreation Department as the Supervisor for the Active Adult & Senior Services division. Cooney has substantially contributed to the growth of programs and staff development. She has left a legacy of professionalism acknowledged by our County Aging and Adult Services and the many individuals she has served and worked with.

Manager Lange attended the Annual Meals on Wheels Conference in August. He had the opportunity to network with other agencies throughout the Country and discuss current issues and share best practices. During the conference he had a chance to discuss funding support for the CaR program with the National VP of Community Services with Kaiser Permanente. Shared local contacts were exchanged and Manager Lange will be arranging future dialogue with Kaiser representatives for partnering with the cost of medical rides received by the CaR program.

Building & Facilities

- Card Room walls have been repaired and painted by our volunteer Lee Brumm. Upon completion of the paint job, wall guards (purchased with Giving Tree Funds) will be installed by our Public Works Department.
- Volunteer Brumm installed safety rails in Bocce Ball Court and did some maintenance painting
- The Pacifica Beautification Committee has adopted the Community Center for a public mural on the north/west corner. The theme is the Ohlone-Portola' Heritage Trail. The mural will be dedicated as part of the Ohlone-Portola' Heritage Day at the Community Center on November 2nd.
- Panic buttons have been installed at the Community Center in efforts to maintain a safe environment. There has been an increase of undesirable transient behavior at the Center. In the evening there is often only one staff member on duty.

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

Roll out of Senior Space

SeniorSpace is our new software for tracking 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 participation. Scanned data will be utilized to pay facilitators requiring payment, tracking program usage and managing volunteer hours.

SeniorSpace 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 had over 600 members (new and renewed) enrolled for the 2020 membership year. This is over a 60% increase than any prior year during the first month of enrollment!

Volunteers

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

Year-to-Date Program Revenue

| Activity ("Reason/Program") | Totals |
|------------------------------------|---------------------|
| SIA Membership Dues | \$ 14,445.00 |
| Donations with Membership Dues | \$ 75.00 |
| SIA Member Class Card Sales | \$ 6,790.00 |
| Non-SIA Member Class Fees | \$ 1,088.80 |
| Gift Shop Sales (Gross) | \$ 1,412.00 |
| Podiatry (Dr. Joan Small) | \$ 77.00 |
| Rummage & Cookie Cart | \$ 11,181.86 |
| Rummage Sale - Art | |
| Miscellaneous Monetary Donations | \$ 151.90 |
| TravelCenter payments (Net) | \$ 80.00 |
| Special Events (Gross) | \$ - |
| | |
| | |
| Deposit Total for Account | \$ 35,301.56 |

Ongoing Programs

- Golden Treasures Gift Shop is Pacifica's best kept secret. We have some creative gift ideas in our new and improved 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 are held at the Community Center every other Wednesday and Thursday from 9 am to 2 pm. Customers are always finding great bargains on everything including clothing, collectibles, books and art.
- San Mateo county Libraries provide a Pop-Up Library that visits 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.
- Thursday Matinees are shown at the Pacifica Senior Center weekly. Movies start at 1:00pm in the Portola Room. Free popcorn and water are provided.

July

- We kicked off July with our Independence Day Celebration. Raoul's Revue entertained which set the mood for all to enjoy the big red, white and blue holiday. The brightest costumes and the best traditional American songs were enjoyed by all.

- SIA member Joan Grant led a session on how to “Declutter Your Life.” Joan’s well-researched presentations and handouts made it see that getting clutter out not only keeps one’s home a safer and cleaner environment, but allows us to feel better.
- SIA Council Officers were installed in July following the June election. Horace Hinshaw was chosen as Council President and Lucky McGowan as Vice President.
- The first Seniors in Action Council’s Ice Cream Social was held on July 11. We introduced our new Council members and Ice Cream was enjoyed by all.

August

- On August 7 we had a wonderful visit with members of the Pacifica 4H Club and their animal companions. This annual event allows our seniors to get up close and personal with the animals while the youth share details from their San Mateo County Fair projects.
- The Seniors in Action Council’s Ice Cream Social on August 8 was a great success marking the end of summer and reminding everyone about the membership drive in September.

September

- September brought special island celebrations to the Center as Shirley Ortega’s Hula Class performed on September 10; the “Coastside Strummers,” our own ukulele band performed on September 11.
- Jane Anderson brought her effective 8-hour AARP Mature Driver course to the Senior Center on September 17th and 24th. Successful completion of this course improves driver safety and enables seniors to get a discount on their automobile insurance.
- SIA Membership Drive kicked off early September and we had over 600 renewals within a month.

Upcoming Programs:

October

- Bocce Ball Tournament was planned for Oct. 8th. Luigi Restaurant is once again sponsoring the fundraiser event. Players look forward to playing “Bocce by the Beach”. Players will be treated to a continental breakfast sponsored by Linda Mar Starbucks and a lunch prepared by Luigi. Winners are awarded dinner certificates for Luigi’s Restaurant.
- Oktoberfest
- Halloween Costume Contest and Party

November

- Veterans Day Celebration
- Nick’s Restaurant Senior Lunch
- Thanksgiving Buffet at Center

December

- Christmas Party and Luncheon
- New Year’s Eve Celebration

Senior Nutrition Programs (Submitted by Ann Cooney, Assistant Supervisor)

Meals on Wheels (MOW)

The Food Services team prepared and our 55 Meals on Wheels volunteers delivered 4,827 meals during the first quarter of fiscal year 2019-20. Clients contributed a record \$8,172.50 to the program in the period.

In September, Meals on Wheels started its 7th semester in partnership with San Francisco State University School of Nursing Lecturer Lisa Marlowe, MSN and her students. This partnership is 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

The Food Services Team prepared and our volunteer Servers and Cashiers provided 3,202 meals during Congregate Lunch in the first quarter of fiscal year 2019-20. Congregate lunch starts at 12 noon Monday through Friday each week. Clients contributed \$6,357.41 toward the program.

Registered dietician Tracy Dalton continues her work with Food Service Coordinator Humphrey to ensure all meals prepared by Pacifica Senior Services provided the 1/3 daily nutrition requirement per meal. She is also assisting with suggestions for lowering sodium in our recipes.

Senior Transportation Program (Submitted by Ann Cooney, Assistant Supervisor)

Senior Services staff provided 1,153 one-way trips in our 7-passenger bus taking Pacifica Seniors to and from their homes and on shopping trips during the first quarter of fiscal year 2019-20. Staff has contributed extra effort in covering the absence of a "Class B" driver. Currently a potential Class B qualified applicant is going through the hiring process.

Special and Local Trips

- SIA member Lucky McGowan and TravelCenter's Lisa Mittone executed two trips to see "All That's New in San Francisco," one in July and the other in September.

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

- Shopping Assistance for Seniors Homebound (SASH)
- SASH volunteers shop for homebound seniors in need of groceries and household supplies.
- Medical Supply Loan Program
- The Medical Supply Loan Program provided 36 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 was 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. We've been actively marketing this valuable program.



JOIN US FOR A PACIFICA BICYCLE & PEDESTRIAN PLAN WORKSHOP!

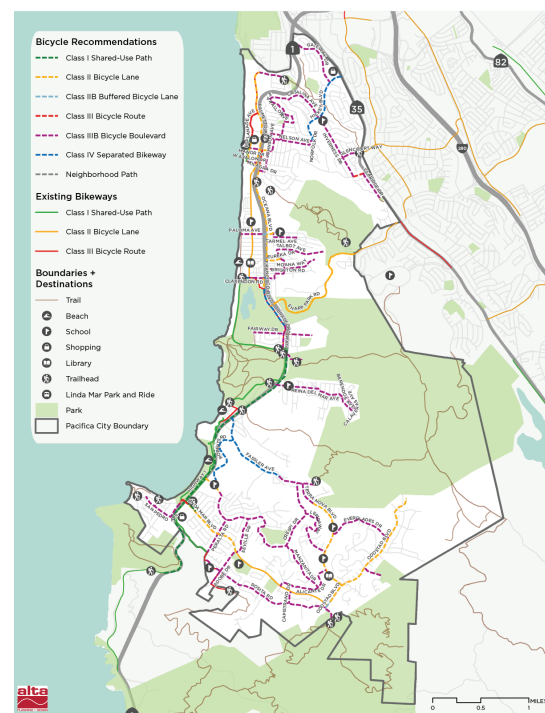
Wednesday, October 23
6:00 p.m. - 7:00 p.m.

City Council Chambers
2212 Beach Boulevard
Pacifica, CA 94044

The City of Pacifica wants to hear from you! Give us feedback on the **Draft Bicycle and Pedestrian Plan**.

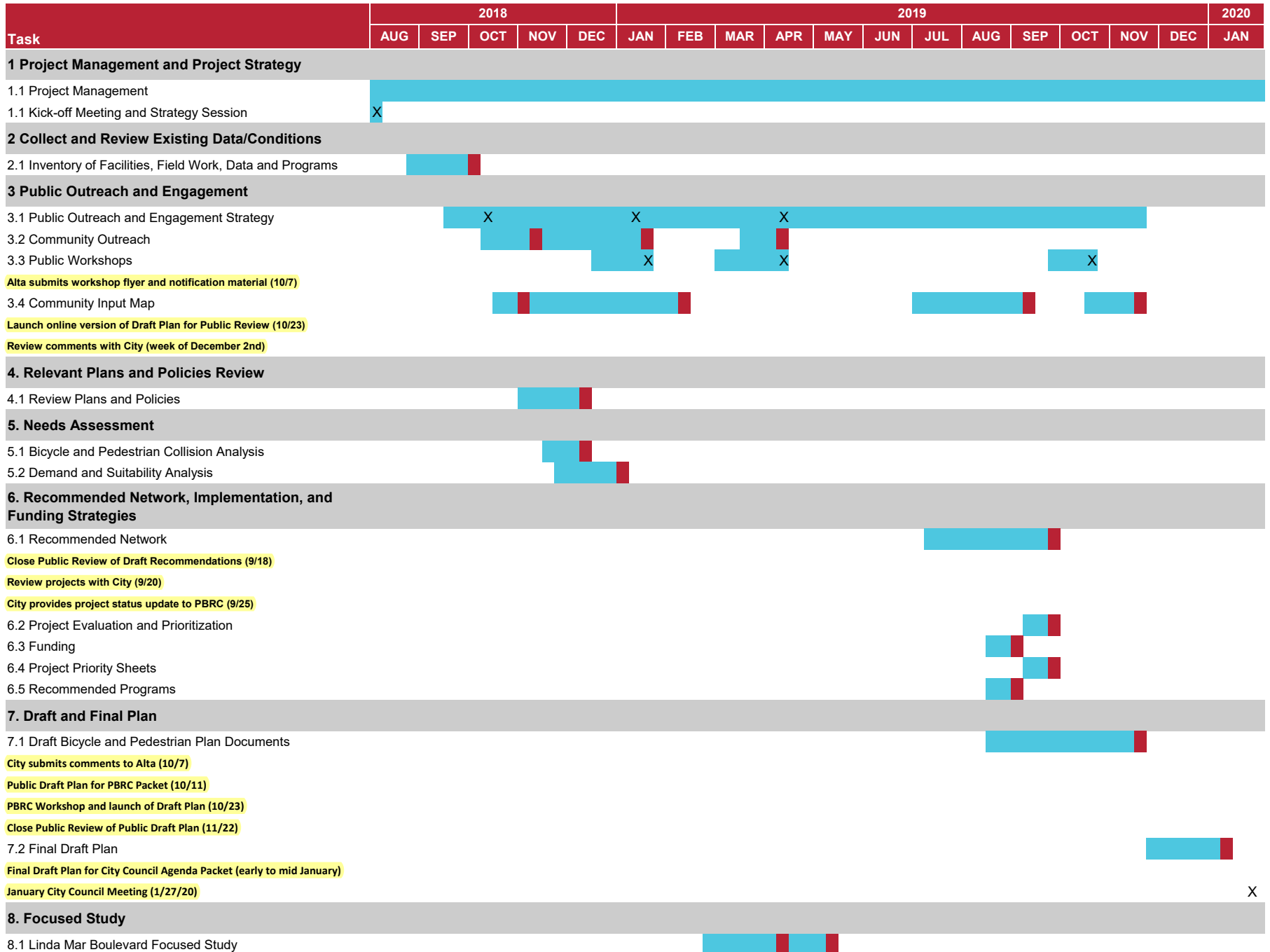
We will be presenting draft recommendations for the Bicycle and Pedestrian Plan. Learn about the project and share your thoughts. After the workshop at 6 p.m., you are invited to stay for our regularly scheduled Parks, Beaches, and Recreation Committee (PBRC) meeting at 7 p.m.

Can't make it? Give us us feedback online at: www.walkbikepacifica.com



Project Schedule

Pacifica Bicycle and Pedestrian Master Plan



LEGEND

- Task Progress
- Meeting / Workshop
- Deliverable
- Client Review
- Client Review