



AGENDA
Parks, Beaches, and Recreation Commission
City of Pacifica

Regular Meeting – 7 PM
Wednesday, October 26, 2022
2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER

7:00 PM REGULAR MEETING

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. APPROVAL OF MINUTES:
08/24/2022 Meeting Minutes

IV. ADOPTION OF AGENDA

V. SPECIAL PRESENTATION

- A. Senior Services Division - Staff
- B. Priority Parks Project update – NCE Principle, Landscape Architect Matthew Gaber

VI. ORAL COMMUNICATION

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

VII. ITEMS FOR CONSENT

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

VIII. ITEMS FOR CONSIDERATION

IX. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS

X. REPORTS FROM STAFF

Director Michael Perez

XI. ADJOURNMENT

Next Regular Meeting: 11/30/2022

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, August 24, 2022

VIA Zoom Link: <https://us06web.zoom.us/j/86059467842>

CALL TO ORDER:

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

Recreation Specialist Shirley Li read the COVID notice and Zoom criteria.

I PLEDGE OF ALLEGIANCE:

Commissioner Kellogg: led the Pledge of Allegiance.

II ROLL CALL:

Commissioners Present: Chair Abbott, Commissioners: Benton Shoemaker, Heywood, Kellogg, and Nicolari

Commissioners Excused: Commissioner Luson

Staff Present: Director Michael Perez, Parks Superintendent Gino Assereto, Maintenance Worker II Michael Pham, Recreation Specialist Rebecca Collier, and Recreation Specialist Shirley Li

III APPROVAL OF MINUTES:

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

IV ADOPTION OF THE AGENDA:

Chair Abbott called for any requests to adjust the agenda of the 08/24/2022 meeting. The Parks, Beaches, and Recreation (PB&R) Commission adopted the agenda with no adjustments made.

V SPECIAL PRESENTATION:

A. Introduction of new Pacifica Poet Laureate Toni Mirosevich

- New Poet Laureate Toni Mirosevich introduced herself and spoke of her background. She read her poem Pink Harvest.

Chair Abbott: Thanked, Poet Laureate Mirosevich for her reading, and asked Commissioners for any other welcomes by a raise of hands.

Commissioner Benton Shoemaker: Commented, how thrilled she was that they have a new Poet Laureate and would be a great addition due to her great understanding of Pacifica and having been here for over thirty years. Welcomed Poet Laureate and excited to see what happens in this next year.

Chair Abbott: Commented, welcome again and will be in touch to having her at future City events.

VI ORAL COMMUNICATION:
None

VII ITEMS FOR DISCUSSION:

A. Jump House Memo

Chair Abbott: Asked, Director Perez for a recap and his conversations with Parks, Beaches, and Recreation (PB&R) staff and Public Works Department staff.

Director Perez: Summarized, his report and attached survey results. Welcomed colleagues Superintendent Assereto and Maintenance Worker II Pham of the Public Works Department to the PB&R Commission meeting and for any questions regarding the Jump House Memo.

Superintendent Assereto: Commented, Director Perez covered everything and reiterated the best place for a jump house would be the lawn; however, resulting it to "burn" [damage], and accessing Frontierland. Director Perez covered all staffs' and his concerns.

Chair Abbott: Asked, if Commissioners had any questions and possibly consider providing any direction to staff on if they wanted them to proceed with anything. Director Perez had reached out to the resident who brought forward the item but there was no response. There has not been a lot of people requesting jump houses or follow up.

Director Perez: Commented, he had reached out to the resident who attended the last meeting and shared that it would be on this month's agenda and meeting. He was unaware of other people calling asking for Jump Houses, but when people called asking about the rules, staff would answer those questions.

Commissioner Heywood: Commented, he was very impressed with the spreadsheet and would not mind seeing jump houses.

Commissioner Benton Shoemaker: Commented, she noticed San Pedro Valley Park had jump houses in the picnic area and staff were not in the immediate area and noticed that some generators were loud when you walk by, but they were only in a section when you walk by, and unless you were a part of the picnic, you were not staying there. The people who chose to have them are choosing to have that noise. With Frontierland Park, at the end of the parking lot, there is a building there and a striped area, is that a possible surface at the end of the parking lot? Considering there is access and there might be electricity in that building. She commented that when their children were young, they would put jump houses on their driveway, and it was not on soft surfaces. If there were a way that it did not impact staff and that people were clear they were responsible for all liabilities and must always attend the jump house and cannot leave children alone, those would be possible considerations.

Commissioner Nicolari: Commented, his initial thoughts after reviewing the detailed supplementary materials and how other municipalities handled this, if we could mitigate some of the concerns, he would not object to changing the policies. After hearing the constraints, they would be facing with Frontierland Park, he could not see a compelling reason to change existing policy, especially since demand has been relatively limited. Back in his day, if you wanted a jump house, you would have it on the driveway and would not have the same noise or pavement concerns as people would now have. In summary, would not support a change

in the existing policy.

Commissioner Kellogg: Commented, he could go either way. If someone could influence him, he could lean in either direction. In parks and grass, he could see the limitations. Asked, what about on beaches, was that a possibility?

Director Perez: Answered, in response to Commissioner Benton Shoemaker, the building at the end of the parking lot below Frontierland Park is a restroom and did not believe it would be good to have a jump house party next to the restroom in the parking lot. Not sure if they would rent that area out, and if it was kept to the parking lot.

Maintenance Worker II Pham: Reiterated, what Director Perez had mentioned regarding the restroom. Commented that it is a PG&E access point and handicapped parking, and it would be a safety concern with a large group of children in the parking lot.

Chair Abbott: Thanked, for all the research and additional expertise and knowledge of Frontierland Park. She was surprised to see that many municipalities did allow jump houses and did understand the staffing constraints. It was interesting that jump houses were allowed in San Pedro Valley Park and did not seem to be closely monitored. Wondered if we would want to try a pilot program at Frontierland Park and see if there would be any interest in that one park location. It seemed like what a lot of cities did was require, if you were renting out the picnic area, for example Redwood City, was that the equipment be hand trucked in. There were a lot of parameters, such as the certificates of insurance which required either a one- or two-million-dollar policy that would free up the city from any liability related to the use of jump houses. Although many of the cities said yes, it seemed to be limited to one or two parks.

Commissioner Heywood: Commented, Commissioner Kellogg mentioned the beach, but if there were high winds at the beach, the inflatable jump houses would fly and would be a bad idea.

Maintenance Worker II Pham: Commented, about the pilot program, could they set a parameter and limit which company the City could rent the equipment from, so staff would know their products, safety parameters, size, type of generators, and what they were providing. Is that something that would be agreeable? As well as the placement.

Commissioner Kellogg: Commented, there would be a criterion of what would be accepted if jump houses were allowed.

Chair Abbott: Commented, this was a lot of research done, and some cities did specify a vendor list. One city did not want to endorse any vendors, although it seemed common to have vendor lists, which would be, realistically, endorsing a single provider. Thought it would be a good idea to have a pre-vetted list to select from, of companies that people know and provide the insurance required.

Director Perez: Commented, San Bruno was one that must use an approved vendor. He did not know how many vendors were on the list, but he could find out from the Manager there. They did not ask that specific question about approved vendors, but pretty sure more than one city had a list and some of those were from the whole State but getting approved vendors could happen. We would have to specify the location and if it was acceptable at the park. It would not make a lot of sense if it was not next to the large picnic area, but do not know if that was a good place for it or if there was a good place for it right there. The grass sloped down from that corner, and a flat grass area down by the lower part

of the park near some of the non-reservable picnic tables and would have to create an area for that. For the City and at our park, it would be a definite concern if someone got injured because they were not being watched. Interested in why people would bring a jump house to Frontierland Park when it had so much to offer. It would be possible for a future recommendation, when looking at Priority Parks, that there could be other parks that could become appropriate for jump house usage, and that there could be a plan for it.

Chair Abbott: Commented, a great point of looking at the parks to continue looking at the opportunities.

Commissioner Benton Shoemaker: Asked, while looking at the park on Google Maps, there seemed to be an area facing the playground to the right, and a dirt area with a small stage, what would that be?

Director Perez: Answered, that would be a puppet stage. It was done by a local when the park opened and has not been used recently. The public would walk up from the parking lot from that area, and if they continued walking down the ramp to the end of the parking lot, they would reach the restrooms.

Commissioner Benton Shoemaker: Commented, she was talking about the other side of the park, not near the stairs or the parking lot.

Director Perez: Commented, that would be a stage as well and bands played there on Fourth of July. Located lower would be the puppet stage.

Commissioner Benton Shoemaker: Asked, was that a flat dirt area below the stage?

Director Perez: Answered, was sloped down in front of the stage and from there would be a path and grass sloped down to the middle of the park.

Commissioner Benton Shoemaker: Commented, she was not sure if they agreed that jump houses should not be on grass but felt it was important that the grass was not ruined. If there wasn't much demand, that we continued to keep this good information, agreed with Chair Abbott that many cities did allow jump houses in at least one park. If there were a bathroom in Imperial Park, that would be great because there was plenty of space there. Since there was not demand right now, they could wait and see if the public asked for it, or if the PB&R Commissioners would prefer to launch this pilot project and no one took advantage of it, then that would answer the question about allowing jump houses.

Chair Abbott: Commented, to tie into that and Commissioner Heywood had also mentioned considering jump houses, it would be a fun option and many cities did allow. Maybe between PB&R staff and Public Works Department staff, if we were to do a pilot at Frontierland Park, put together a list of requirements of what they would like to see there and how that would work, and bring back what a proposal would be for a short pilot. It would be something to get put together as a possibility for the Spring as Winter was approaching. They could use this great research that was put together and design a program as a potential pilot and bring it back to the PB&R Commission to announce as a possible six-month pilot program. In addition, asking San Mateo County Park, our closest, if we could find out how many of these they get.

Director Perez: Commented, for San Pedro Valley Park, located were two picnic areas, one medium sized and one large sized, and just for those people and did not impact users for the rest of the park. He walked there often, and had never seen a jump house set up, but had seen many BBQ's, volleyball, and parties set up, so that would be a great question to follow up about how often people used

jump houses there. Having a flat open area would be nice and agreed Imperial Park or Skyridge Park would be ideal in the future if there were restrooms. The problem was the location, access to electrical or not, but location was the biggest deal. That would be something they could look into and bring back to the PB&R Commission and possibly look at in the Spring.

Chair Abbott: Asked, did that sound good with everyone in the other direction where we would like to have the Public Works Department and PB&R staff look into? She did not agree with needing to have electrical power for people, would prefer a generator and not a gas driven fossil fuel generator.

Commissioner Heywood: Asked, what was an electric generator?

Director Perez: Answered, they had plug ins, not sure they would call it a generator, but the equipment that went with the jump house, a lot of them were plugged in, and that was what inflates it.

Commissioner Heywood: Commented, so the thing that inflated it, it was like a floor dryer. It had to be plugged in, it needed power from somewhere, so you either would need to plug that in an outlet somewhere, which the City would have to pay for, for people to use it, which he did not believe is kosher, unless they charged them for it, which would be fine, or you use a generator, but there was no such thing as an electric generator.

Director Perez: Commented, thank you for the correction.

Chair Abbott: Commented, there was one model in the research and that was something to explore and agreed that it made sense that it would need a power source and not sure if there was a solar model yet. She appreciated all the great research and information and sounds like they would possibly have another round of ideas, and what it may look like for a single location at Frontierland Park.

VIII ITEMS FOR CONSIDERATION:

A. Priority Parks Projects Survey Results Discussion

- Charles de Villiers of the Design Team at NCE, the City's consultant, joined the Commission meeting to share the survey results of the Priority Parks Projects.

Chair Abbott: Commented, thank you for sharing the results. That was really good feedback you collected, and she enjoyed hearing the synopsis of it. Asked, what was generally the next step now that the proposed plan has been provided to the public and they have received feedback? Would there be a new set of proposals?

Charles de Villiers: Answered, they were currently working on adjustments to the schematics, and still at a schematic level, changes and adjustments being made to the design, like the ones seen earlier, and would propose another schematic.

Chair Abbott: Commented, she thought it was interesting and tied to some things she thought of, such as some people in the bigger parks did like going there to be out in nature. Seemed like we have heard that for Imperial Park and Skyridge Park, although they were large, people were not looking for more structures to play on, but to be able to enjoy sitting, benches, picnic tables, and particularly with the great view at Imperial Park. She was glad to hear it was confirmed that sometimes parks being quiet were good places and did not need the structures. Thought it was also interesting that those who wanted to

see exercise equipment at Imperial Park seemed to be an older population. Wondered if it was one of the things NCE was looking to switch out, and interesting that people enjoyed swings, but does that take up more room therefore limiting room for other considerations?

Charles de Villiers: Answered, yes swing sets did have a large safety zone, especially at Brighton, it would be trickier to put it there, but they were working on possible solutions to make it work. It did limit certain things and would be cramped together considering the small constraints there.

Commissioner Benton Shoemaker: Commented, thank you for the presentation and it was interesting to get the feedback. She read the feedback and saw that some areas where people were interested in green space and trees.

Commissioner Benton Shoemaker: Asked, did the Priority Park plans include landscaping and trees? In the last discussion, they had discussed trees at Brighton for shade and she thought the Roy Davies Trust allowed for this, but she did not see this as part of the plan presented. Please explain more about the landscaping, trees, and green spaces as green spaces has become more important to people during the pandemic and they were searching for places to be outside.

Charles de Villiers: Responded, as far as he has been aware, landscaping, trees, and such has been a very minimal part of the plan. He would have to confirm with someone about that exactly but to his knowledge, that has not been part of what they have been involved with and would need to go back and confirm on that.

Commissioner Benton Shoemaker: Commented, so this was the direction he received from the City, and something the PB&R Commission would need to discuss or with the Public Works Department, because she was not sure of the process, in order to ensure that the parks that were receiving attention were also becoming thriving greenspaces that people of all ages could go to.

Charles de Villiers: Commented, yes that would be a great item to discuss. There definitely could be great potential for that if that was the desire.

Chair Abbott: Commented, sounded like something for more conversation because it would change how the project proceeded, particularly the two larger parks looking for more green and open spaces, and not necessarily a lot of the equipment the original project was intended to be, the recreational equipment.

Chair Abbott: Asked, was the BBQ area a possibility at Skyridge. What were the potential drawbacks to having a BBQ area at Skyridge?

Maintenance Worker II Pham: Replied, he did not believe a BBQ area would be needed due to lack of public interest. Most individuals that passed by were bicyclists, dog walking, and the community below with the condo space.

Commissioner Heywood: Asked, are they allowed to bring small BBQs to the parks? If they were to install BBQs at the park, they would have to bring cement trash cans to dispose ashes. [Staff indicated small BBQs were not allowed.]

Chair Abbott: Asked, what was the timeline for the next round of plans based on the feedback that was received?

Charles de Villiers: Responded, they should be sending something to the City soon. The updates to the schematic were coming along nicely, so it should be a short while before they presented to the City.

Chair Abbott: Asked, any other questions or input from the Commissioners?

Commissioner Benton Shoemaker: Asked, was it possible to add landscaping and trees? In the surveys, people talked about trees, and it was discussed at the last meeting. Was it possible to add that to the next round of plans, or did it need to go through another process?

Maintenance Worker II Pham: Responded, in reference to Brighton Park, it was a one way in and out, and very narrow. The area was very limited considering the play equipment, area where children can move, where parents are, and had picnic tables. The green space allowed would be very limited to where Public Works Department staff could operate their equipment and being able to move in and out. That area was very limited to what Public Works Department maintenance staff could do for that area. A conversation on green space for areas should be a park-by-park basis, but that was his input for Brighton Park specifically.

Commissioner Benton Shoemaker: Replied, at their last meeting when they spoke with the landscape architect, they spoke about trees over the picnic table benches on the sides, not in the middle of the play area, and the architect seemed to think that was a possibility. As temperatures rise, shade would be more important. At the dog park in Sanchez, people have been asking for more trees because people wanted to sit under shade, and it was something discussed at the last meeting. Agreed that it should be a park-by-park basis, in looking what would enhance the parks in terms of both landscaping and trees. It would be great to see what was being proposed and if they could provide input in that.

Director Perez: Commented, park-by-park was appropriate, but the scope of the consultant's work had not included a robust landscaping. They were working a lot on some concepts, but all the information from all the meetings would be considered and part of the discussion. When the final design was finished, the cost would have to be considered and how much they could afford. There may be ways to leveraging money they have that was budgeted for playgrounds, and perhaps there could be funding for trees, or landscaping. Eventually, when designs were finalized, and they started receiving bids for the projects, they could make more decisions based on that funding. All feedback received was valuable and would be part of the process.

Commissioner Benton Shoemaker: Responded, thank you Director Perez.

Commissioner Nicolari: Asked, as they considered all options from equipment, dog bag dispensers, to trees, have they looked at annual maintenance cost? Was that part factored into the decisions they were making?

Chair Abbott: Replied, the equipment needed to be maintained constantly, and as they aged, they had a higher cost due to repeated replacement, so there would be initial benefits by having new equipment and believed some of the parks were selected to update aging equipment. Since the Public Works Department maintained parks daily, adding dog bag stations would not increase their workload significantly.

Chair Abbott: Commented, these projects were all one-time capital money versus ongoing maintenance expense.

Director Perez: Replied, correct, there were no additional funds for ongoing maintenance.

Chair Abbott: Commented, the surveys indicated not much equipment or different equipment would be appreciated at Imperial Park, and that could be

cost saving from what was initially proposed.

Chair Abbott: Commented, the consultant has heard the Commission's comments, and the Commission would be interested in seeing the plans after the Public Works Department does, and to consider future areas when putting together the plans for the structures and consider how green spaces would be maintained at the parks.

Charles de Villiers: Commented, thank you everyone.

IX REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS:

Chair Abbott: Announced, Commissioner Kellogg's last meeting.

Commissioner Kellogg: Commented, thank you Commissioner Abbott. He stated that it was great serving on this committee, and he learned a lot about the City and being a part of City government and believed Pacificans should look into it if there was an opportunity. He appreciated the opportunity to serve Pacifica and did not have anything to report for this meeting.

Chair Abbott: gave updates on the following:

- She attended the Economic Development Committee meeting and they had openings to join the Committee. They were finalizing and voting on the small budget given to do outreach and hold events in the City and to finalize priorities for the year, which they did do.
- Saturday, October 29th along with the City of Pacifica – Peninsula Clean Energy and Pacifica Climate Committee, Pacifica's Environmental Family would be holding an electric vehicle event in the parking lot of the Community Center. This event was a way for the community to connect with each other. Looking for a variety of EV's to be there so there's many models for owners to share their experiences with the community. Over the Summer, the EDC had received a study from students at Stanford about public EV charging stations, so they were coming together with Pacifica's Climate Action Plan to host the event.

Commissioner Benton Shoemaker: Asked, when was this event and how and who did EV owners contact?

Chair Abbott: Responded, for now owners could contact her, and there will be a form online. The event was scheduled for Saturday, October 29th in the morning to early afternoon for the public and with the timing of it, it would be a trunk-or-treat event and families, adults and children could go dressed up and go trick-or-treating at the expo.

Commissioner Benton Shoemaker: gave an update on the following:

- Attended the City Council meeting on 8/22/22 regarding the Tree Ordinance. A few more changes were made to the Ordinance, and it would go back to the City Council once more for the final stamp of approval. When trees needed to be removed, there would be a 2:1 replacement ratio for trees across the City, both private and public. She was very impressed with the work that has been done on the Ordinance and the progression.

Commissioner Nicolari: Asked, regarding the pickleball courts at Terra Nova and Oceana, what was the reservation process or was it first come, first serve?

Director Perez: Replied, yes, first come, first serve. PB&R did not oversee them, and they were only responsible for painting the lines on the courts. This could be seen as a pilot program and see how they were utilized. Not sure about the access to Oceana due to trouble making the courts available with their staffing, and unsure if that has been rectified. For future conversations, they would investigate finding more places to put in pickleball courts.

Commissioner Nicolari: gave updates on the following:

- Attended the Pacific Beach Coalition meeting. The screening of the Edge of the Wild movie on 8/26/22 was a sell-out and was a successful marketing effort to get all tickets sold.
- The next big event was Coastal Clean Up Day on Saturday, September 17th and at multiple beaches.
- Made aware of another effort happening which involved monitoring the flow of San Pedro Creek at its mouth with the objective of seeing how healthy it was for steel head migration. Something the California Department of Fish and Wildlife had initiated, and there was a training session for volunteers on August 19th. Several local organizations such as Rockaway Ocean Conservation stewards were assisting with the effort, took measurements and pictures under the supervision of Fish and Wildlife personnel. Aimed at looking at the invasive vegetation blocking the mouth of the creek as well as other factors impacting the health and blocking the migration of the steel head. He could provide more details if people would like to be a part of it.

Commissioner Heywood: provided a report of the following:

- Attended the World Dog Surfing Championship held on Saturday, August 6th. Although it was a great event, believed there should be a conversation about how the event was organized. It was chaotic, and only four extra restrooms were brought in for the thousands of people attended. There were no handwashing stations, and parking was chaotic as well. There should be discussion about how permits were approved, as well as asking the organizer how they would improve future events.
- The lack of drainage at the showers of Parking Lot B and people were standing in each other's water when showering off after surfing.
- For the Public Works Department, consider installing a structure to safely hold surfboards up after rinsing them instead of leaving them on the deck.

Superintendent Assereto: Replied, Public Works Department staff were looking for a way to make the drainage work but there were constraints with the building and pump station. Continued to assess on the best and easiest way for the drainage to work. As for a hitching post for the surfboards, certainly open to whatever the Public Works Department staff could help with, and if there was a design that was vandal-proof, he would welcome suggestions and has some ideas to put the surfboards up so they would not fall.

X REPORTS FROM STAFF

Director Perez: Thanked, everyone and appreciated all the conversation and input. He gave updates on the following:

- Regarding the World Dog Surfing Championship, it has been three years

since the last competition was held in 2019. It went from three hundred participants to a thousand after the first year. This year we consulted with both the Public Works Department and Police Department, and the organizer paid for the extra staffing from the Public Works Department and Police Department that was required for traffic, garbage, and maintenance. The organizer brought in six restrooms, which was what was requested from Public Works, and not sure how many restrooms were appropriate. Of the overall fees the organizer had to pay, the City charged the organizer for the extra staff required at the event, and the organizer paid for the insurance, permit, and restrooms. Would want to know if there would be any changes they want to make for future events, which the organizer was looking at to hold a spot for the next year. Welcome to holding conversation and thanked Commissioner Heywood for his input.

- **Surf Camp/School Policy Advisory Task Force Recommendations** - He met with the Coastal Commission planner who was working on their application recently to clarify a few things and talk about next steps. It appeared possible that this item could be on the Coastal Commission agenda in October of this year. Considering how long this process has taken, and where we were at this point, this was a positive development.
- **Life Ring Buoy Station Program** - PB&R met with Sea Valor staff to visit the beach for GPS mapping to coordinate locations for the buoys. They were now waiting for the information and result of that meeting.
- **Commissioner Workshop** - The Parks and Recreation Administrators of San Mateo (which Director is the current president of) was sponsoring a Commissioners Workshop this fall (last one was 2018). Please save the date - Saturday, October 15, 9am-1pm at the Burlingame Community Center. Check-in at 8:30am. Sessions at 9am, 10am, & 11am. Lunch provided at 12pm. He should have the invite out to everyone all later that week.

Staff Updates

- As part of the 22-23 budget process and among other departmental promotions recently for Supervisors Tiet and Schriver, they were also given the green light for the 22-23 budget to hire an additional three full-time teachers. They would be making an announcement very soon regarding the hiring of two of those positions.
- In addition, there would be an internal recruitment for a Child Care Assistant Supervisor position. This would be a promotional opportunity for an existing Site Coordinator that would continue coordinating duties at a center while also assuming duties related to administrative and office support, project management and leadership responsibilities.
- As he had emailed everyone previously, he had officially announced his intention to retire at the end of the year. Thirty-five years ago, in 1988, he started working for the City of Pacifica at our Summer Adventure Camp program and have worked continuously since 1991. He has been very fortunate to work with some outstanding folks throughout my years. He was particularly proud of their department staff members and all that have accomplished and especially during the last few years, dealing with all that COVID-19 has caused – they have continued to serve our community with dedication and compassion.

- Thanked the Commission as well for all their support and efforts.

Chair Abbott: Asked, would Director Perez talk about the Hawaii Eco Divers, which was not a City event, however it was something Supervisor Shriver has discussed with the organizers. It would be a full day permitted event from 8:30am-5:00pm on September 18th at Pacifica State Beach, with a follow-up event on September 24th and 25th on ocean safety and surfing awareness. That sounded like something they've been talking about, and although it was not a City sponsored event, it tied in with a lot of what they had talked about regarding beach safety.

Director Perez: Replied, correct, they were very interested in beach safety. The discussions of this and the surf apnea course, they have hosted them at the Council Chambers in the past and at Oceana Pool, where Supervisor Shriver had met the main contact from that group who taught the course. They have done at least three of them, where they had a rental of the facility and they had approached PB&R to do a Beach Safety Day. He had explained to Chair Abbott that the City was interested in it but did not have the capacity to hold the special event they had wanted to hold in the Summer, due to uncertainties with COVID-19, and September seemed to be a better fit for the organization. They have been told the event could be permitted but PB&R could not staff it or provide any other resources at this time. As soon as information was shared about the event, it would be promoted by the City through social media and others even though it was not a City sponsored event. More information would be shared with the Commission after connecting with Supervisor Shriver, who was heading the event.

Chair Abbott: Commented, great that it was tied in with their conversations and the Commission was aware of it.

Director Perez: Replied, with Hawaii Eco Divers, staff made them aware of any contacts who should be involved with them, and the organization was happy to get that information.

Chair Abbott: Commented, thank you. It would be an interesting step to take.

XI ADJOURNMENT:

Chair Abbott: asked for motion to Adjourn.

By a show of hands, Motion Carried 5-0.

Next Regular Meeting: 10/26/2022

Respectfully submitted by,
Shirley Li, Recreation Specialist
Pacifica Parks, Beaches, and Recreation

X

Pacifica Parks, Beaches & Commission
Chair Cindy Abbott



Staff Report

Item VII A)

Date: October 26, 2022

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

From: Michael Perez, Director

Subject: Administrative Narrative (July - September 2022)

On the following pages you will find highlights on the most recent quarter of work done by the department as well as information on upcoming events and activities. Thanks to all of staff's hard work and efforts as we continue to make efforts towards re-opening and/or re-expanding programs and services to the community. I am extremely grateful for their dedication and passion.

We have continued to bring back our special events after many have been absent for two to three years. The 38th Fun Fest in September was a huge success despite several operational challenges. We were also able to bring back the Fog Jog Run and Stride as part of the Fog Fest weekend. In addition, we will have (by the time of this meeting) had our annual Halloween Spectacular, the Ohlone-Portola Heritage Hike is coming up November 5, and the Holiday Extravaganza/Elf Market will be the first weekend of December.

Surf Camp/School Policy Advisory Task Force Recommendations

Staff applied for a Coastal Development Permit (CDP) to the California Coastal Commission (CCC) in December 2021 and have been responding to several requests for additional information since then. Including a meeting with the CCC staff which included participation from Chair Abbot in March of 2022, following which staff provided more information to CCC requests from April 12 on May 19, 2022. This was followed up with a meeting in August to clarify additional information. Staff reached out this month for an update as we have been waiting for a response that would hopefully include a targeted date for this item to appear on a CCC agenda.

Life Ring Buoy Station Program

In February, Commission voted to recommend staff move forward working with the Sea Valor Organization and Arunay Foundation to install Life Ring Buoy stations at the City of Pacifica Beaches. Staff has worked with Sea Valor to map the suggested GPS locations of the buoys and

will be putting this information into the Coastal Development Permit application. Staff are hoping to finish this work up next month.

Commissioner Workshop

The Parks and Recreation Administrators of San Mateo (which Director Perez is the current president of) is sponsored a Commissioners Workshop on October 15, 2022. Chair Abbott and Commissioners Benton Shoemaker and Nicolari attending the half day event at the Burlingame Community Center. Approximately 40 Commissioners from San Mateo County cities attended the workshop which included lunch and an opportunity for networking as well as topics on “The Power of Policy Recommendations,” “DEI...What the Heck is That?” and “Current Affairs, What Keeps you UP at Night?”

Staff Updates

Based on Council’s FY 22-23 Budget approval, In August we moved forward with the recruitment of three full-time teachers. As of now, we have filled two of these positions by promoting part-time staff members Phyllis Li and Alyaa Kadhim.

Alyaa Kadhim started working for the City of Pacifica in 2016 with the preschoolers at our Vallemar site. She then followed the full-day preschool program up to Fairmont Park in 2019 and returned to Vallemar to work with the school-age program in the fall of 2020. Alyaa holds a Child Development Teacher Permit from the California Commission on Teacher Credentialing.

Phyllis Li joined the Child Care division in October 2021 as a substitute teacher at the Ocean Shore site. She was then hired her as a part-time employee in May of this year. Phyllis has an AS degree in Early Childhood Development.

They both have a very strong passion for working with young children and we are excited to welcome them into their new positions.

Site Coordinator Eva Tong was also promoted to the position of Child Care Assistant Supervisor. Eva has working in the early childhood education field since 2004 and has been working for the City of Pacifica Child Care Services as a Site Coordinator since 2015. Eva graduated from San Francisco State University with a B.A. degree in Early Childhood Education and an M.A. in Educational Administration. She also holds a Child Development Program Director Permit from the California Commission on Teacher Credentialing.

In addition, Marina Yakubovich has been promoted to the position of Site Coordinator. Marina has been working in the early childhood education field and been with the City of Pacifica Child Care Services as Lead Teacher since 1998. She helped start up the Sunset Ridge Preschool/School-Age Programs in 2001 and has been serving as the Interim Site Coordinator at Cabrillo since September 2021. Marina also holds a Site Supervisor Permit from the California Commission on Teacher Credentialing.

Unfortunately, we now find ourselves once again with three lead teacher vacancies and recruitment is continuing.

In August I also submitted my official letter of retirement (attached) to the City Manager. It has been my pleasure to work and serve with so many dedicated professionals over the years. I want to thank my fellow staff members, supervisors and volunteers who have all contributed to my development and success in this field as we have served our community together. I'd also like to thank the Commissioners, past and present, for their willingness to volunteer in service of our City and for their hard work and efforts in guiding, advising and helping our us deliver services and serve Pacifica.

The recruitment process for the next Director of PB&R is in the interview stage this month, with the hopes that we will be able to bring someone onboard in December prior to the end of the year. The Recreation Manager position will be evaluated and part of the work of the incoming PB&R Director.

Priority Park Projects Updates

In August Charles de Villiers of the design team at NCE, the City's Priority Parks Project consultant, attending the Commission meeting to share results of the project survey. Based on feedback from the surveys, NCE worked on adjustments to the schematics and then met with City staff earlier this month to discuss. Tonight, NCE will be attending the meeting to present and discuss those adjustments.



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA
Parks, Beaches & Recreation Department
540 Crespi Drive • Pacifica, California 94044-3422
www.cityofpacifica.org

MAYOR
Mary Bier

MAYOR PRO TEM
Tygarjas Bigstycck

COUNCIL
Mike O'Neill
Sue Vaterlaus
Sue Beckmeyer

August 15, 2022

Kevin Woodhouse, City Manager
City of Pacifica

Dear Kevin,

It is with anxious anticipation and a cautious sense of excitement that I announce my intention to retire from the City of Pacifica, effective December 31, 2022. My last day will be December 30, 2022.

I have enjoyed a 35-year career in public service with the City of Pacifica. It started as a part-time summer job in 1988 and then became a full-time job in 1991, which included time as an Activity Programmer, Child Care Site Coordinator, Recreation Supervisor, and culminated with serving as the Director of the Parks, Beaches, and Recreation Department for the last 14 years.

It has been my great joy to be able to contribute to the completion and success of so many projects, programs, and events over the years in service to our community. I am excited and look forward to seeing those projects that are just beginning, as well as those in progress, come to fruition after my retirement.

Along the way I have had the privilege of working alongside outstanding staff members, supervisors, co-workers, and fellow Executive Team members - all of whom helped contribute to my growth and development as a professional, a leader, and a department director.

I have also been very fortunate to work with many Parks, Beaches, and Recreation staff and volunteers who have continued to display their dedication to our programs and compassion to our participants, particularly during the last several years under very challenging conditions caused by COVID-19. It makes me very proud and warms my heart.

I would also like to thank you for your support and leadership over the last five years. As an employee as well as a citizen, I have appreciated your commitment to the success of our City and wish you all the best.

Sincerely,

Michael Perez
Director – Parks, Beaches, and Recreation Department



Staff Report

Item VII B) October 26, 2022

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

FROM: Anthony Schriver, Recreation Supervisor

SUBJECT: Aquatics Division Update (July – September 2022)

Adult Lap Swim, Water Aerobics

Swimmers and water aerobics participants continue to enjoy and utilize our distinguished indoor aquatic facility, Jean E. Brink Pool, with 42 hours a week of available time. Our heated facility makes for a delightful swim or water aerobics workout 12 months out of the year as the water temperature is between 81-83 degrees. Over the summer, we began to offer adult lap swim Monday – Friday 6am-1pm, Saturdays 8am -1pm, Sundays 11am-1pm and Monday, Wednesday, and Friday evenings 7pm-9pm, with water aerobics Monday – Friday 11am-12pm. Swimmers were thrilled to have the pool open at 6am as many prefer to swim before work. Water aerobics instructor Julie Zoph continues to have a dedicated following on Mondays and Fridays with between 40-50 participants taking this high aerobic workout. We've never had this many participants ever in the history of water aerobics. We are very thankful and grateful for Julie's dedication, hard work and efforts in keeping the water aerobics participants motivated.



Fog Jog

After two long years the annual Fog Jog and Stride was back on September 25th. This 5-mile fun run 3-mile stride was attended by eighty-five (85) participants with 61 runners and twenty-four (24) striders. Special thank you to our sponsors who helped make this event possible, Pacifica Anchor Magazine, Sports Basement for their generous donation of \$50.00 gift certificates to each overall Male and Female winners, Rotary Club International Pacifica, Pacifica Police Department, Pacifica Parks, Beaches, and Recreation Department, and thank you to KTVU Channel Two News for broadcasting our event live. Participants and spectators thoroughly enjoyed attending this year's Fog Jog-Stride, and we look forward to hosting it next year fog, rain, or shine.



Recreation Swim

Over the summer we began offering Family Recreation Swim for all ages Monday-Saturday 1-3pm in addition to the Family Recreation Swim Monday and Friday evenings 7-9pm and Saturday 1-3pm and that will be offered throughout the fall, winter, and spring months. Recreation swim gives families an opportunity to come dive or jump off our 1-meter low diving board and boasting 3-meter-high diving board. We are one of the only pools on the coast and peninsula to offer diving boards. On Tuesdays in the summer, we had our very own Adventure Camp been bring 30-40 kids to partake in some aquatic fun.



Wet and Wild Water Camp

After two long years not holding the Wet and Wild Water Camp due to COVID, it was brought back for summer 2022. The camp was offered during the weeks of July 18th, July 25th, and August 1st 8:30-12:30pm for half day campers, and 8:30am-4:30pm for full day campers. We had 199 children participate in pool surfing thanks to University of Surfing Pacifica and Matt Cole, take swim lessons, go on trips to Sharp Park Beach and Linda Mar Beach, conducted a beach cleanup at Linda Mar Beach thanks to Pacifica Beach Coalition, play on really neat and hip inflatables, attend K9 demonstrations put on by Pacifica Police, and get an engine and Firefighter presentation put on by North County Fire. Parents and participants alike were so thrilled to have this camp back and are looking forward to the next Wet and Wild camps in 2023.



Adult Water Polo

Adult FOG water polo continues to be very popular and is held on Sundays 9am-11am and Tuesdays 7:30pm-8:30pm. There are consistently 20-25 participants conducting drills, practices, and scrimmages against one another. All skill levels and abilities are welcome to join our friendly water polo atmosphere.

Youth water polo is being postponed until February, which will be on Tuesday evenings 7-8:30pm. Participants from middle schools come and practice their skills, do drills, and scrimmage one another preparing themselves for High School water polo.



Lifeguarding Classes

We plan on holding an American Red Cross Blended Learning Lifeguarding Course December 27-28, 2022, with hopes of training as many lifeguards and hiring as many as we can from this course. This course is a blend of seven (7) hours of online coursework and tests that must be completed and passed before the sixteen (16) hours of in person CPR/AED, First Aid, and Pool Lifeguard training can be held. We are actively recruiting lifeguards year-round to fill a shortage that we've been experiencing since before the pandemic hit and plan on holding more courses throughout the year in hopes of recruiting more staff.





CITY OF PACIFICA



Staff Report

Item VII C)

Date: October 26, 2022
To: Members of the Parks, Beaches, and Recreation Commission
From: Tracy Gilbert, Child Care Services Supervisor
Subject: Child Care Division Update (July– September 2022)

Child Care Update/ Summer Child Care

Child Care Update:

The Child Care division currently has 43 preschool children enrolled and 312 school-age children enrolled, for a total of 355 enrolled children. The total number of enrolled children is slightly higher than last quarter due to a push in enrollment efforts.

Child Care's summer was super fun for all of the children and staff. On top of the usual programming and activities at each site, the children enjoyed many events including trips to Cull Canyon and the Oakland Zoo. In addition, there was an all sites barbeque at Frontierland Park when centers came together at the park for a day of fun that included "professional" face painting, ice cream from the Mr. Softee truck and a backpack with toys and other fun items. The Kona Ice shaved ice truck also came around to all the sites on another day over summer.

San Mateo County Summer 2022 Enrichment Grant Program

The Child Care division has recently applied for and received three grants totaling \$150,000:

- A Summer Enrichment grant in the amount of \$50,000 to spend on summer activities, supplies and enrichment opportunities at the four school-age sites.
- An Out of School grant in the amount of \$50,000 to cover the costs associated with increasing enrollment numbers at one of the school age sites.
- A San Mateo County Child Care grant in the amount of \$50,000; \$25,000 per site, to cover COVID expenses at the two full day preschools.

Wild Things Assembly

The Wild Things assembly visited the Child Care sites on June 22, 2022. Gabe brings rescued wild animals that are unable to return to their natural habitats to meet the children. The animals have traveled with Gabe, their caretaker for several years. Gabe teaches the children about the animals he brings to visit and the importance of keeping animals in their natural habitats. The

children enjoyed learning about the different animals that Gabe has in his care. Thanks again Gabe for terrific shows!



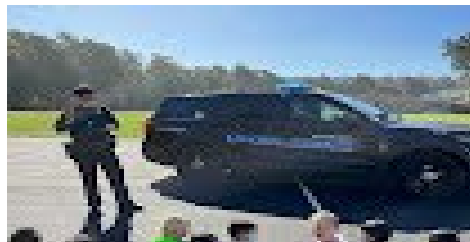
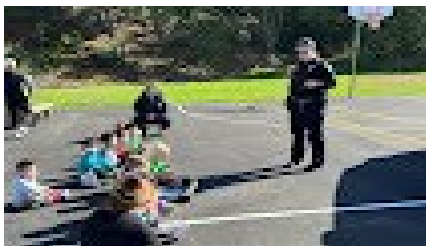
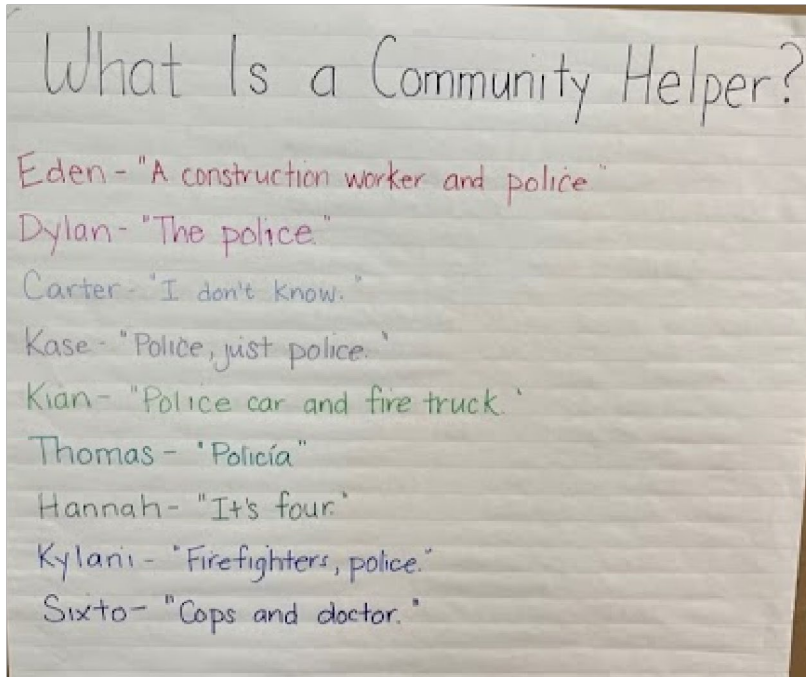
Beach Field Trip

The children had a super fun time over the summer when they visited the beach.



Community Helpers

Fairmont West preschool has been learning about community helpers, one of which is a police officer. Officer Walsh from the Pacifica Police Department visited the children, showed off her police vehicle, explained what a police officer does and gave the children some really cool stickers and tattoos. Thank you again Officer Walsh!



Pacifica Rising Roots Gardening Project Update

The first harvest of carrots from the Fairmont West Garden. The picture of the young girl shows her eating a carrot; this was the only child in the class willing to try a carrot. What a brave child!





Staff Report



Item VII D)

DATE: October 26, 2022
TO: Members of the Parks, Beaches, and Recreation Commission
FROM: Sophia Mahoney-Rohrl, Recreation Coordinator
SUBJECT: Recreation Division and Community Center Rentals Update
(July – September 2022)

Youth & Teens

J-Teen After School :

There are currently twenty-two (22) enrollees in the Vallemar J-Teen After School program, and we are currently offering both full-year enrollment and Winter-Spring only enrollment. Recreation Leader Zackary Conci, who is new as of this summer, is our primary J-Teen staff and has been doing an excellent job corresponding with Coordinator Mahoney-Rohrl regarding stocks of snack foods, student behaviors and interests, and other relevant information as needed. The participants are enjoying the program as well, with about 2/3 of the students returning for a second or third year and about 1/3 being new to the program. As always, we are working on recruiting more staff members to ensure that this program is properly staffed, with all shifts being filled.

Youth Advisory Board (YAB):

As part of the YAB rebuilding process following a two-year hiatus due to COVID-19, we have appointed two (2) inaugural members to the 2022-2023 board since the start of the Jefferson Union High School District (JUHSD) academic year in August. We are in contact with JUHSD administrative staff to pursue recruitment methods including tabling, posting promotional materials on campus, and presenting in classrooms, and we will continue to publish promotional materials and work with our new YAB members and the JUHSD College and Career Center to recruit new members. The first YAB meeting of the year will have just occurred by the time this report is published, and we are looking forward to getting to know one another and setting ongoing accomplishment and recruitment goals. The current members have expressed interest in item donation and voter registration drives, as well as outdoor movie nights hosted in collaboration between Parks, Beaches, and Recreation (PB&R) and YAB.



Special Events

38th Family Fun Fest:

Director Perez, Supervisor Schriver, and Coordinator Mahoney-Rohrl collaborated with former San Francisco State University (SFSU) Recreation, Parks, and Tourism professors Bill Michaelis and Andrew McAdams to successfully bring the Family Fun Fest back this year. Due to the low enrollment at SFSU, we were only able to recruit two (2) volunteers from the school's program. In a typical year, there would be between twenty-five (25) and forty (40) volunteers. To make this year's program happen, Recreation Leaders and Lifeguards stepped up and participated in the leadership training and staffed the event in lieu of our usual volunteer team, and the public thoroughly enjoyed the cooperative and fulfilling activities put on at the Fun Fest. Some estimates put attendance of the event at over 1,000 people. Community partners including San Mateo County Libraries (SMCL), Pacifica 4H Club, Miller O'Brien Towing, and Daniel Woo (on behalf of the Boy Scouts) provided additional activities that attendees also relished. SMCL brought their foam block Imagination Playground, 4H provided a pop-up petting zoo and information booth, and Miller O'Brien Towing brought a car for the Paint-a-Car activity; Daniel Woo helped PB&R staff construct a cardboard maze, which is something he has been doing since he began the maze as part of his Eagle Scout project decades ago. It was a joy to see the Family Fun Fest return and bring generations of Pacificans together as it has nearly every year since its start in 1983.



18th Halloween Spectacular:

By the time this report is published, the PB&R Halloween event will have just happened. The name of the event has been updated to Halloween Spectacular, and both the Haunted House and Carnival components will be returning to the Community Center. The Haunted House will need to be somewhat truncated due to the relocation of many City of Pacifica employees into the Community Center, but we still plan to have multiple viewing rooms and a brief escape room component that will hopefully keep visitors just as thrilled as in past years when there was a larger Haunted House. Local Girl Scouts and members of the public will be aiding PB&R in putting on this event. In future years, we hope to have even more volunteers and have rooms hosted by even more local community groups, and to bring back the snack bar operated by the YAB once we have a larger membership established.

Winter Holiday Extravaganza:

The City of Pacifica's winter events are also making a return this year. Vendor registration for booths at the Elf Market have opened, and currently thirty-five (35) of the forty-four (44) tables have been claimed. The Elf Market will occupy the auditorium, art gallery, and senior lounge, with children's activities and other holiday happenings in the Card and Game Rooms. Staff has begun to submit donation requests to local organizations to fundraise for new tree lighting props and decorations for the tree lighting at the Community Center. Communications have also begun with the Chamber of Commerce about logistics for the Holiday Celebration at Rockaway.

Pacifica Community Center Reservations, Rentals and Contract Classes

Contract classes and facility rentals are well on their way to returning to their pre-pandemic levels. Reservations are continuing to be made at all our city facilities, including the Community Center. A brochure for Fall contract classes was created, bringing in some new folks to classes and raising enrollment overall. The hope is that by Spring of 2023, PB&R will be putting out a PLAY brochure again as things continue to normalize and people return to their previous activities and interests. For this season, we have continued to offer Fine Arts classes in jewelry making, gemstone identification and care, and tarot reading, and activity classes in Tai Chi and dance. For the first time since 2020, Tai Chi instructor Irene Hilton has been able to offer both Beginner and Intermediate classes, and our Spanish instructor Bob Bachecki is planning on bringing back his Survival Spanish class. The Department has also brought on a new instructor, Amanda Roberti, who is teaching a Hula Hooping Flow class, and has resumed contracting with Ohmm Pacifica to offer multiple Pilates classes, both in person and virtually.





Staff Report



Item VIII E)

DATE: October 26, 2022
 TO: Members of the Parks, Beaches, and Recreation Commission
 FROM: Beth Phipps, Senior Services Supervisor
 SUBJECT: Senior Services Division Update (July - September 2022)

Senior Services Supervisor Report

Funding update:

Pacificans Care once again continued their support of Senior Services by awarding our \$25,000 grant request for fiscal year 22/23 to help offset program costs. We thank them for their continued partnership.

The City of Pacifica finalized their Older Americans Act and County Funding budgets in August. The level of funding that Pacifica will be receiving is:

Congregate meals	\$ 84,541.00
Home Delivered Meals (MOW)	\$205,100.00
Transportation	<u>\$ 14,903.00</u>
Total	\$304,544.00

This is an increase of \$14,750 over fiscal year 21/22.

The City was also notified of additional funds being made available through the California Department of Aging Nutrition Infrastructure Grant funding. Senior Services submitted a request for funds to replace our aging MOW bags as well as the cabinets and counters in the kitchen and was awarded \$21,223.82 for these purchases/upgrades. In early September the reach-in refrigerator in the kitchen stopped working after almost 20 years and needed to be replaced. Additional funds in the amount of \$7,375.59 to cover this expense were requested and approved, bringing the total approved to \$28,599.41.

Public Works has contacted an outside maintenance company to look at issues with our walk-in refrigerator/freezer and a quote for these repairs should be received shortly.

COVID-19 updates:

The Senior Center continues to follow the cities policy of strongly encouraging all participants to continue to wear masks when in the building.

Age Friendly Cities (AFC) update:

The Pacifica AFC Community Coalition met in August after several months discussions regarding moving forward on projects. Unfortunately, Michael Mau submitted his resignation from the coalition in August due to other commitments. The focus for the continues to be affordable senior housing, transportation, and age friendly businesses. A third housing forum, hosted by Roy Earnest and Anita Rees, is being scheduled for November.

Mayor Mary Bier, Council Member Sue Vaterlaus, Coalition members Roy Ernest and Anita Reese, Supervisor Phipps, and Director Perez, attended a County Wide Celebration of Age Friendly Communities Attributes and Accomplishments, hosted by Supervisor David J Canepa and the San Mateo Board of Supervisors on September 16, 2022. There are currently eleven (11) Age Friendly Cities/Communities in San Mateo County. Each agency was called upon to give a short overview of their program and Mayor Bier delivered the information for our City. Pacifica was the second city in San Mateo County to receive their designation as an Age Friendly City. This designation was received in July 2020.

Transportation (Submitted by Michael Costakis, Transportation Specialist)



CaR Program (Connect a Ride) update:

With the CaR ridership has been increasing and expanding every month. We have witnessed an increase in trips for medical appointments and number of rides. There are currently 385 Pacifica residents 65+ years old registered in the program since the roll-out November 4, 2019.

Month	Days of Service	Total Rides	Avg. Daily Rides	Invoice Totals Subsidized By Sirkka Niukkanen Trust	Avg. Monthly Fare	Medical	Bart	Local
July	31	89	2.8	\$2,154	\$24.20	47	0	42
August	31	107	3.4	\$2,550	\$23.83	54	0	53
September	30	92	3.6	\$2,004	\$27.78	41	1	50
TOTAL	92	288	3.13	\$6,708	\$23.29	142	0	145

Day Trips:

Since July we have had several day trips including The USS Hornet, The Lion King Broadway Musical, Graton Casino, and Elkus Ranch. Monthly day trips are in the works for the future. A total of 66 seniors participated in these trips with a request for more especially to the casinos.



Shopping Trips:

Monthly shopping trips to the local Safeway and Grocery Outlet have been a huge hit with the seniors and their shopping needs. To date six shopping trips have been enjoyed by a total of thirty (30) seniors.

Fog Fest:

The Senior Services twenty-one (21) passenger bus participated in the annual Fog Fest parade. Nine (9) seniors rode the bus participated by riding the bus.



Luncheon at Nick's Rockaway

Nick's Rockaway Restaurant has invited the seniors back for the Thanksgiving luncheon on November 21st at 11 am.

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

Giving Tree Trust Funding:

The Giving Tree program received \$420 between the months of July-September. No projects were done during this period with these funds.

Roll out of MySeniorCenter:

MySeniorCenter is our new software for tracking class participation, facilitator payments, volunteer hours, senior payments for classes and SIA membership payment and management. Like with our previous program Senior Space, our intention is to reduce data inputting and redundancy in record keeping—thus giving staff and volunteers more time for face-face service. The rollout of MySeniorCenter coincided with our SIA Membership Drive the week of September 12th.

SIA Membership:

Seniors in Action Membership drive was once again a huge success. As of the end of the quarter, we had over 500 members (new and renewed) enrolled for the 2023 membership year. This is up slightly from the 450 we had last year at this time last year.

Volunteers:

Volunteers are a very vital part of the Pacifica Senior Center. They assist as greeters for the center, cashiers and servers during our congregate lunch program, gardening, and assisting with the SIA membership drive to name a few. We are in the process of recruiting Rummage Sale volunteers to help with the set up and

break down of monthly sales. Pacifica Senior Services cannot operate programs without our dedicated volunteers!

Year-to-Date Program Revenue:

Total Fiscal year 21/22

SIA Membership Dues	\$13,740.00	\$21,560.00
Donations with Membership Dues	\$ 465.00	\$ 90.00
SIA Member Class Card Sales	\$ 3,481.00	\$ 6,465.00
Non-SIA Member Class Fees	\$ 382.00	\$ 542.00
Gift Shop Sales (Gross)	\$ 869.50	\$ 3,295.00
Rummage & Cookie Cart	\$ 6,825.00	\$10,140.00
Miscellaneous Monetary Donations	\$ 576.00	\$ 1,612.89
Deposit Total for Account	\$26,338.50	\$53,488.89

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 am – 12 noon, Monday through Friday).
- *Seniors in Action Rummage Sales* are held at the Community Center the second Wednesday and Thursday of every month from 9 am to 2 pm. Customers are always finding great bargains on everything including clothing, collectibles, books and art.
- Pacifica Senior Services continues to offer more than 40 classes and activities each week for seniors in the following categories: Arts & Crafts, Games & Groups, Exercise & Health, and Computers.
- San Mateo County Libraries provide a *Pop-Up Library* that visits Senior Services twice a month for easy access of books, music, movies and much more. The libraries' outreach continues to be an educational and entertainment asset for seniors.
- *Big Bucks Bingo* is enjoyed every Wednesday from 1:00 to 3:00 pm after Congregate Lunch. Buy-ins is \$7 for one pack.
- *Live entertainment* is provided by guitarists and vocalists Scott Hill and Gene Gibson, Jr. who bring their magic to the Center every month as does Pianist, Alex Bootzin and Flutist, Gail Edwards. In addition, Kurt, Eddie, Peter and John continue to play with their band monthly at the Senior Center.

July

- We kicked off July with our Independence Day Celebration that centered on Chef Jessica's luncheon of BBQ Chicken and Ice Cream Sammy's, setting the mood for all to enjoy the big red, white, and blue holiday.



- Meditation with instructor Steven Evans started on Tuesday, July 5. Practicing mindfulness has become recognized as a very effective way to maintain stress-free healthy living.
- The first Seniors in Action Council's Ice Cream Social held on July 14 was a great success marking the end of summer and reminding everyone about the membership drive in September.
- Music and Motion is a low-impact and unique exercise program instructed by Allen Isidro and is held the third Monday of every month. This new program is conducted while seated and dances are choreographed to a wide variety of musical genres and motion patterns are modified to accommodate all types of abilities. The entertainment value is built in the program while developing memory muscles for adults and seniors in need.



August

- On August 3 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 second Seniors in Action Council's Ice Cream Social on August 11th consisted of a full ice cream bar with a topping selection of whipped cream, flavored syrups, almonds, and a cherry on top.
- Armando, the Puppeteer brought Congregate lunch to life with this first-time show, and his very own hand-designed puppets.

September

- September brought a special island celebration to the Center as the "Coastside Strummers," our own ukulele band performed on September 14 for the Annual Hawaiian Luau.



- SIA Membership Drive kicked off early September and we had over 500 renewals within a month.

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

Meals on Wheels (MOW)

- Pacifica Senior Services is currently servicing one-hundred and eighteen (118) homebound clients. Approximately 7,600 meals have been served in the first quarter of the fiscal year. Coordinator Yeung is working to onboard the 20-25 clients who are currently on the wait list as fast as possible.
- MOW clients donated a total of \$7,575.56 which makes the average client donation for service \$1.03 per meal.

- We are currently operating eight (8) meal delivery routes 5 routes were our standard prior to COVID-19). Our longest route currently is Route 7 with twenty (20) clients in our Fairmont/Skyline neighborhood. Our shortest route currently is Route 1 in the Vallemar neighborhood. Staff is working on building out the routes by enrolling new clients and processing their intakes as soon as possible.
- In August, Coordinator Yeung attended the Meals on Wheels Conference and Expo in Baltimore, Maryland. She met a lot of community leaders all over the US and spent time discussing barriers to our programs, critical challenges, and opportunities for the future. Attendees also had a chance to brainstorm new ideas to promote volunteerism and had time to celebrate the great work accomplished toward ending senior isolation and hunger.
- With the new ideas and suggestions from the MOW Conference, our Meals on Wheels program has increased in volunteer interest. We currently have fifty-five (55) volunteers – thirty-three (33) are permanent drivers, assigned one of our 8 routes and 22 substitute drivers. Prior to attending the conference in August MOW was running with twenty-nine (29) permanent drivers and seven (7) substitute drivers covering the same routes.
- San Francisco State University Nursing students have been instrumental to Meals on Wheels by assisting in the completion a more than sixty-five (65) client re-assessments, some of which are done via home visits while others are completed via telehealth. These re-assessments are vital to our program as they ensure that seniors continue to qualify for Meals on Wheels. Students also assist with running a route in the morning and checking in with seniors to make sure that they are safe at home and have the necessary resources and information to thrive independently and with dignity. In addition, the students also have conducted glucose monitoring and blood pressure checks to the seniors here at Pacifica Senior Center. The feedback has been positive, and we look forward to our continued partnership with San Francisco State University!



Congregate Meals

- The Congregate meal program served approximately 2,500 meals during the first quarter which increased from an average of thirty (30) participants a day while Grab and Go was in place to 40-45 with the discontinuance of the Grab and Go program at the end of June.
- Senior donations for Congregate totaled \$5,258 which was an average of \$2.10 per meal. The total for the last quarter of fiscal year 21/22, with Grab and Go still in place was \$9,220.00 which averaged out to \$1.75 per participant.