



AGENDA
Parks, Beaches, and Recreation Commission
City of Pacifica

Regular Meeting – 7 PM
Wednesday, July 24, 2024
2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER

7:00 PM REGULAR MEETING

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. INTRODUCTION OF NEW COMMISSIONER

A. Marc Staudenbaur

IV. APPROVAL OF MINUTES:

06/25/2024 Meeting Minutes

V. ADOPTION OF AGENDA

VI. SPECIAL PRESENTATION

A. Aquatics Division – Recreation Supervisor Anthony Schriver

B. Parks Catalog – Intern Jair Alessandro Campos

VII. 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.

VIII. ITEMS FOR CONSIDERATION

A. Liaison Assignments

IX. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS

X. REPORTS FROM STAFF

Acting Director Scott Leslie

XI. ADJOURNMENT

Next Regular Meeting: Regular meeting – August 28, 2024, 7:00 pm

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

Tuesday, June 25, 2024

2122 Beach Blvd. Pacifica, CA 94044

CALL TO ORDER

Commissioner Phillips: called the meeting to order at 7:01

I. PLEDGE OF ALLEGIANCE

Commissioner Abbott: led the Pledge of Allegiance

II. ROLL CALL

Commissioners Present: Commissioner Phillips, Commissioner Abbott, Commissioner Torres, Commissioner Banks, Commissioner Buie

Commissioner Excused: Chair Benton-Shoemaker and Commissioner Staudenbaur

Staff Present: Acting Director Scott Leslie, Recreation Supervisor Amber Shong, Recreation Administrative Specialist Jeanette Ruspil, Recreation Administrative Specialist Sabrina Krenn, and Intern Jair Alessandro Campos

III. INTRODUCTION OF NEW COMMISSIONER

- A. The new commissioner, Tracy Buie, was introduced to and welcomed by Commission. The Commissioners introduced themselves.

IV. APPROVAL OF MINUTES:

Commissioner Phillips called for a motion to approve the minutes 5/22/2024. **A motion was made by Commissioner Abbott, seconded by Commissioner Torres, motion carried 5-0.**

V. ADOPTION OF AGENDA

Commissioner Phillips asked if any Commissioner wanted to make any changes to the agenda 6/25/2024. No objections. **Motion carried 5-0.**

VI. SPECIAL PRESENTATION

A. Community Center Reopening Plan- Acting Director Scott Leslie and Supervisor Amber Shong

Acting Director Leslie reported on changes that would occur in the Community Center once Civic Center staff moved into the renovated City Hall, and on long-term plans to change the usage of space. **Acting Director Leslie** spoke about where staffs' offices and desks would be located, which spaces would remain the same, and which spaces would be used as storage or for contract classes. **Supervisor Shong** provided clarifying details on how the reorganization of the building would affect seniors, and what steps were being done to ensure that seniors' input was heard and considered. **Supervisor Shong** also spoke about a grant opportunity PB&R applied for that would fund the creation of an intergenerational space in the Community Center.

Commissioner Abbott: expressed concerns about converting the Golden Treasures Gift Shop into an office for staff, and about the movement of the computer lab to a different area in the Community Center. Commissioner Abbott stated that the Seniors in Action should be involved with the discussion and planning about converting Community Center spaces. Commissioner Abbott also brought up how limited parking spaces can be at the Center.

Commissioner Banks: asked if there's any capacity for new staffing position and what the potential grant money would cover.

Commissioner Phillips: asked if there would be any more preschool classes in the Community Center like there had been previously, and about what kind of flooring staff plan on installing in the class spaces. Commissioner Phillips also asked for clarification on when there would be a transition from senior to youth and adult programming.

VII. ORAL COMMUNICATION

None.

VIII. ITEMS FOR CONSIDERATION

A. Liaison Assignments

Commissioners reviewed a new, updated list of liaison assignments. **Commissioner Banks** offered to be the liaison for the Pacific Beach Coalition. **Commissioner Torres** offered to be the liaison for the Emergency Preparedness Commission. **Commissioner Abbott** further explained what serving duties and commitments come with serving in liaison roles. **Acting Director Leslie** clarified that certain positions involve helping for the single day of an event or being involved in the planning meetings. **Commissioner Buie** signed up to be the liaison for the City's Pride Event. **Commissioner Phillips** offered to be the liaison for the Skate Park and to go to the 4th of July event. **Commissioner Abbott** noted that **Chair Benton-Shoemaker** has been the liaison for Arbor Day.

B. Beach Safety Sub-Committee Discussion

Commissioner Abbott explained the background behind the Beach Safety Sub-Committee. **Acting Director Leslie** explained what it would entail. **Commissioner Phillips** asked for a motion to create the sub-committee. **Commissioner Banks made the motion and Commissioner Abbot seconded. Motion carried 5-0. Commissioners Abbot, Phillips, and Banks** volunteered to join the sub-committee.

IX. REPORTS, ANNOUNCEMENTS, AND CORRESPONDENCE FROM COMMISSIONERS

Commissioners gave updates on their liaison assignments and community involvement. **Commissioner Torres** spoke about his and his daughter's involvement in volunteering for the home-delivered meals program. **Commissioner Abbott** spoke about the upcoming kiosk at the Sanchez Library as her report on the Library Advisory Committee. **Commissioner Phillips** spoke about local surf events and contests.

X. REPORTS FROM STAFF

Acting Director Scott Leslie gave the following statements and updates:

- Acting Director Leslie apologized for moving the date of the regular meeting and thanked the Commission for their understanding.
- **James Heywood Acknowledgement:** Acting Director Leslie acknowledged former Commissioner James Heywood's four years of service on the PB&R Commission and his community involvement.
- **Welcomed New Commissioners:** Acting Director Leslie welcomed both Tracy Buie and Marc Staudenbaur.
- **Staffing Update:** Acting Director Leslie introduced Intern Jair Alessandro Campos to the Commission and some of the projects he's working on.
- **Surf Camps:** Acting Director Leslie reported that there was only one application in June for Circle Surf, a commercial business, and the department is still in the process of getting all of their necessary documents.
- **Tree Removal and Appeals:** Acting Director Leslie promised to bring in experts from the Planning department to speak about the tree appeal process in the future, but said that it was not feasible at this time due to staffing turnover.
- **Priority Parks:** Acting Director Leslie stated that a visualization of the priority parks project will be provided at July's PB&R Commission Meeting and that the goal is to fulfill the bidding process later this year, roughly around September and October.
- **Civic Center Update:** Acting Director Leslie reported that the ribbon cutting for the renovated Civic Center will occur on Thursday 6/27 from 3:00pm-5:00pm and invited the Commissioners to attend if they were able.
- **Events:** Acting Director Leslie spoke about upcoming 4th of July event at Frontierland Park

and reported that there would be food trucks, free rides, quality sound equipment for the bands, and free games.

- **City Council Proclamation:** Acting Director Leslie spoke about City Council Proclamation to recognize July as Parks and Recreation Month and thanked Commissioner Abbott and Chair Benton-Shoemaker for being there.

Commissioner Abbott: asked for clarification about the surf camp count and recommended that staff reach out to Commissioner Benton-Shoemaker about the tree permit process due to her work with Tree City Pacifica. Commissioner Abbott also noted that City Council reduced the tree permit fee from \$1,000 to \$250.

XI. ADJOURNMENT

Commissioner Phillips Adjourn meeting by agreement, **carried 5-0.**

Next Regular Meeting: Regular meeting – July 24, 2024, 7:00 pm

Respectfully submitted by,
Sabrina Krenn, Recreation Administrative Specialist
Pacifica Parks, Beaches, and Recreation

X

Pacifica Parks, Beaches, and Recreation Com..
Chair Gail Benton-Shoemaker



Admin Report

Item VI A)

DATE: July 24, 2024
TO: Members of the Parks, Beaches, and Recreation Commission
FROM: Scott Leslie, Acting Director
SUBJECT: Administrative Narrative April 2024 – June 2024

Priority Parks Update

The Priority Parks program continues to advance, with the Commission-recommended changes from the September 2023 meeting forwarded to the NCE design team. Elements of the irrigation system installation and planting plan were discussed with the Public Works teams. Several small adjustments to playground equipment at the Brighton Park location were made, shortening the height from 15 feet to 12 feet for both aesthetic and safety concerns.

The department received the updated 95% construction designs in late June, and the plans are currently being evaluated to ensure all recommended changes were included. The current schedule is to have these designs reviewed by the PB&R Commission at the August 2024 meeting, and to move forward with the bidding process in September or early October. The projected timeline anticipates construction starting at the very end of 2024 or in early 2025.

The latest construction cost estimates per park are as follows (these are only estimates, and actual bids will vary):

- Imperial Park: \$393K
- Sky Ridge Park: \$350K
- Brighton Park: \$403K
- Marvella Park: \$373K

For an estimated total of \$1.92 million.

These estimates are based on the play elements, square footage of concrete and asphalt, tree installation, irrigation, and other design elements. These estimates will be refined after the final 95% documents are completed.

2024 Civic Center reopening

For the past three years, City of Pacifica Civic Center employees were temporarily stationed at the Community Center during the remodel process. Originally planned to take between eighteen months and two years, the project ultimately took over three years to complete. During this period, a large portion of the Community Center was dedicated to housing Civic Center employees from

various departments, including finance, human resources, the city clerk's office, the city manager's office, building and planning, and of course, all of the Parks, Beaches, and Recreation employees.

While these all employees were stationed at the Community Center, several key spaces, including the two large preschool classrooms, both sections of the dance pod, and half of the Portola Room, were solely dedicated to city operations. Consequently, these areas were unavailable for community programming, meetings, permits, or rentals.

On Thursday, June 27th, the newly renovated Civic Center had its official ribbon-cutting event. Plans are in place to move employees back to their regular office locations as soon as possible. The current timeline is for these employees to vacate the Community Center on Friday, July 12th, and to be stationed at their desks by Monday, July 15th.

As part of this extensive project, there has been significant reorganization of major divisions and departments within City facilities. Most notably, the Parks, Beaches, and Recreation Department, which used to house its administrative, recreation, and childcare offices at the Civic Center, will now be permanently stationed at the Community Center. Prior to the renovations, approximately seven full-time staff members worked at the Community Center, and another seven full-time staff members worked at the Civic Center. With recent additions to the PB&R team, a total of 16 full-time employees will now be permanently stationed at the Community Center.

This new configuration requires all 16 full-time employees to be accommodated in 11 pre-existing offices and workspaces within the Community Center. A draft plan, presented at the June 2024 PB&R Commission meeting, includes multiple full-time employees sharing office space and several program Specialists having workstations at a PB&R public counter. As this new configuration is unprecedented, it is very possible that additional adjustments will be needed once operations return to normal.

The current timeline aims for all Civic Center employees to be completely relocated from the Community Center by mid-August 2024, allowing regular recreation, childcare, and senior programming to resume at the Community Center. Given that it has been four years since the Department last operated the Community Center in a "normal" environment, it may take several months to a full year to rebuild all recreation programs to their 2019 levels. Staff is working closely with the senior community, including the Seniors in Action (SIA) Board members and several previous contracted instructors, to resume recreational classes such as dance, fitness, arts and crafts, preschool programs, and teen programming as soon as the building is fully returned to its intended purpose.

Fairway Park Backstop Project

The Fairway Park Backstop Project commenced construction in mid-February 2024, with an initially planned completion date of March 2024. However, due to various redesigns, change orders, and significant structural upgrades, the project experienced delays. The "Major's Field" was finally opened for practice and play on Tuesday, April 16th, and the remaining two fields were opened on Wednesday, May 1st.

Upon completion, all three backstops were fully re-engineered and built to modern specifications, ensuring durability for at least 30 to 40 years. Additionally, significant portions of the field fences

were updated, including the installation of several safety fences to protect bystanders. The final cost for the Fairway Park Backstop Project was \$342,000, funded by the Roy Davies Trust.

Childcare Site Improvements

Starting in March of 2024, the Childcare Division initiated a comprehensive plan to replace most of the interior furnishings, including tables, chairs, rugs, cabinets, and shelving. Many of the interior spaces had not been significantly updated since the 2006 to 2008 Smart Kids Grants that the City received to upgrade all preschool and school-age interiors. A decision was made in early 2023 to increase the childcare budget to facilitate these upgrades. Funding for this project comes from State and County grants as well as monthly family fees.

During the spring break (April 8th through April 12th), classrooms two and three at the Cabrillo Childcare Center underwent extensive renovations, including the complete removal and replacement of flooring. This was necessary due to unusually high wear and tear and to match the previously replaced flooring in classroom one. The project required all furnishings to be removed from these classrooms, the work to be completed, and all furnishings to be returned before the start of the program on Monday, April 15th. The childcare staff partnered with school district staff and their contractor to complete this project without affecting the children who attend the program.

Staffing Updates

The following are our staffing updates:

No new hires this quarter (April 1st – June 30th).

Aquatics Coordinator: The interview process has concluded, and we are currently in the final stages of hiring a candidate for this position. This is the third recruitment and interview panel process for this position. The position has been offered to multiple applicants, none of whom ultimately chose to accept. Staff is hopeful that this will be the final time the process will be needed for several years.

Item VII B) July 24th, 2024
TO: Members of the Parks, Beaches, and Recreation Commission
FROM: Anthony Schriver, Recreation Supervisor
SUBJECT: Aquatics Division Update, April – June

Jean E. Brink Pool Swim Programs

Water aerobics participants and swimmers continue to get great exercise 42 hours a week at our heated indoor Jean E. Brink Pool. The Jean E. Brink Pool offers adult lap swim, water aerobics, family recreation swim, swim lessons, adult water polo, youth water polo, pool party rental program, and Pacifica Sea Lions Swim Team practices. We are one of the only indoor facilities that boasts these types of programs year around. Water Aerobics Instructors Mary Germano, and Jayah Paley continue to have a dedicated following of participants on Mondays – Friday, 11:00am-12:00pm with between 190-210 participants taking our one-hour aerobic workout each month. This high aerobic class is low impact and makes for a great cardiovascular and muscular skeletal workout.



The Jean E. Brink Pool offers the most lap swimming hours on the coast and peninsula. During the months of April, May, and June we were able to offer the following programs.

Adult Lap Swim Schedule:

Monday – Friday: 6am –1:00pm
Saturday: 8am – 1pm
Sunday 11am-1pm

Family Recreation Swim:

Saturday 1pm-3pm*
Wednesday: 7:30pm – 9:30pm*
** 3 Lanes for Adult Lap Swim
*5 Lanes available for Adult Lap Swim

Water Aerobics Schedule:

Monday – Friday, 11:00am-12:00pm

Recreation Swim

The Jean E. Brink Pool offers family recreation swim for all ages year around Monday and Friday evenings 7:30pm-9:30pm, and Saturday afternoons 1pm-3pm. April, May, and June we had 654 swimmers who came to join family fun in the water. Family recreation swim gives families and swimmers of all ages an opportunity to come dive or jump off our one and only 1-meter low diving board, 3-meter-high diving board, splash around in our warm 81–83-degree pool, practice their swimming skills, and have fun at our heated pool.



Water Polo

Adult FOG water polo is held Sundays 9am-11am. Adult water polo welcomes all skill levels. Water polo athletes conduct drills and scrimmage against one another each session and we have an average of 24 players come out totaling 298 attendees for the months of January – March.

Youth water polo was held Tuesdays and Thursdays evenings 7:30pm-8:30pm. This youth program gives middles schoolers a taste of what the sport is prior to starting High School water polo. Special thank you to Adult Water Polo Coach Phong Pham, and Youth Water Polo Coach, Don Potter for hosting these practices and dedicating their time to these programs.



Oceana Pool Party Program and Swim Meets: January – March

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

Rental Fees are:

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

	Two-Hour	Three-Hour	Four-Hour
April	4	3	0
May	6	2	0
June	6	1	0



Spring Swimming Lessons

During the months of May and June we held swimming lessons Tuesday, Thursday evenings for four weeks, with each class being 30 minutes, and Saturdays for eight weeks. We had a total of two sessions that took place, April 2nd – May 2nd, and May 7th – May 30th, June 18th – July 11th along with Saturday lessons that happen once a week for eight weeks for 30 minutes each class that occur March 2nd – April

20th.

We had a total of 212 participants take swim lesson this past winter with ages ranging from six months to adults. These lessons are invaluable to our community as instructors and lifeguards teach a lifelong skill. Instructors and Lifeguards have been doing an excellent job every week by providing participants swimming skills that could one day save their life. It is so important to learn how to swim, especially living alongside the coast. May thanks to staff as they have such a big impact on our swimming program and educating participants how to swim and be safe around bodies of water.





Staff Report

Item VII. C

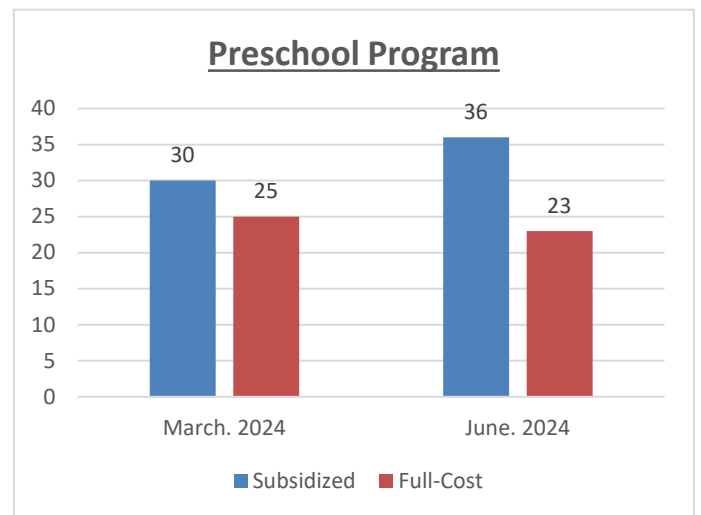
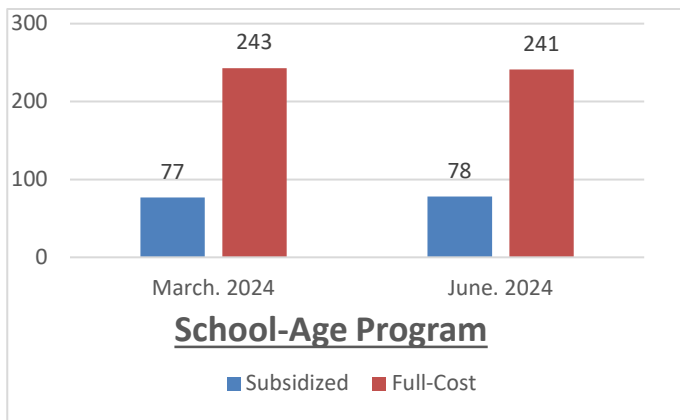
Date: July 24, 2024

To: Members of the Parks, Beaches and Recreation Commission

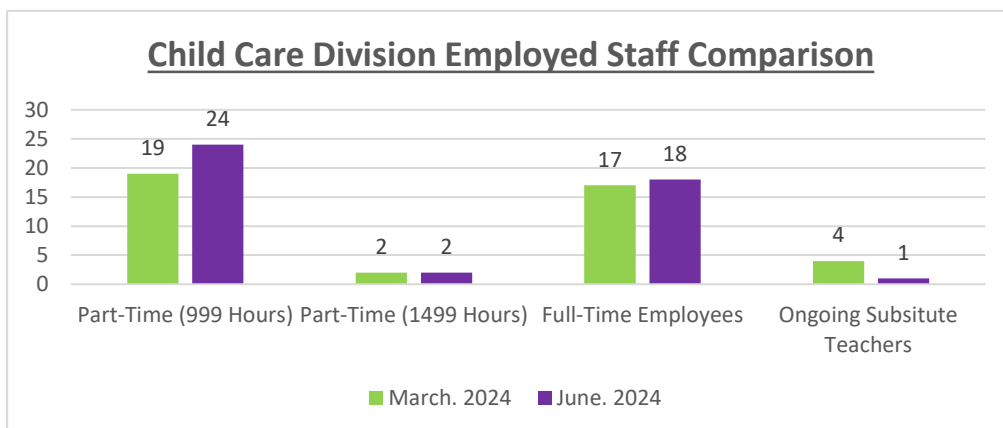
From: Tracy Gilbert, Recreation Supervisor | Child Care

Subject: Child Care Division Update April-June 2024

CHILD CARE DIVISION ENROLLMENT UPDATE



CHILD CARE DIVISION STAFF UPDATE



EXTRA FUN FRIDAY

The pictures below are from Fairmont West during their recent Extra Fun Friday Day. The children had a lot of fun on a typical Friday that was made special by their teacher's creativity and planning.



IMAGINATION PLAYGROUND

Here are some pictures from Fairmont West when the Imagination Playground was brought to their classroom conducted by the San Mateo County Libraries. The children were amazed to see the amount of blocks they got to use in the classroom, which worked out perfectly considering they were unable to have outdoor free play due to the wet conditions. Lots of buildings and bridges were constructed and they also had a good time playing limbo and Floor is Lava with some fun music!

In addition to this exciting experience, the children were also given some items donated by the SMCL that Ms. Rachel (the new visiting librarian) brought to give to the children. Each child was given 6 items: a Summer Youth events booklet, a colorable bookmark, a "My Summer Adventure" coloring booklet, a June library calendar, some crayons and bubbles. The items provide great opportunities to have children build their relationship to their local library.



PROFESSOR SMART SCIENCE SHOW

Professor Smart's Science Show is a 30-minute show that exposes children to: static electricity, Van der Graff Generator, Mechanical advantages of bicycles, fun with gasses and many more. The children enjoyed the show a lot and had an opportunity to participate in some of the fun.



ACADEMY OF SCIENCE

Photos from the Academy of Sciences Field Trip in San Francisco.





Staff Report

Item VIII D) July 9th 2024

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

FROM: Lexi Macario, Recreation Coordinator

SUBJECT: Recreation Division and Community Center Rentals Update
April-July 2024

Youth & Teens

J-Teen After School

The Vallemar J-Teen after school program came to an end on the last day of school on June 6th. We had a total of 26 kids enrolled in the program. Vallemar J-Teen after school program is now open for registration for the 24-25 school year, and we currently have 10 kids enrolled in the program at this moment. J-Teen will resume at Vallemar on September 9th, 2024. We are hoping for a full classroom of 26 kids again on the roster.

Summer Adventure Camp



Adventure Camp started at Cabrillo Elementary School on June 10th; we are currently more than halfway done with the summer! Each week has been completely sold out, averaging around 80 kids per week. We have 26 staff

this year, making up a very strong team. The camp is split into 3 groups depending on the child's age: pioneers (5-7), explorers (8-9), and Trailblazers (10-12). So far, we have had two pool days where the explorers and trailblazers get to take SamTrans to the Jean E. Brink pool for Recreation Swim, while the pioneers stay back at camp and have a movie day. We have already been on 3 field trips as well: Great America, The San Francisco Zoo, and Santa Cruz Beach Boardwalk. Adventure Camp takes school buses from the company CYO Charters to all these field trips. We still have 4 more field trips to go on this summer: Boomers, California Academy of Science, Six Flags, and Hurricane Harbor. Something new we brought back to camp this year is the Leaders in Training Education (L.I.T.E.) L.I.T. Es are 13-15 year old volunteers who are able to volunteer for 3 weeks out of the summer, for 4 hours a day. We currently have 10 L.I.T.E.'s this summer, and we hope to continue to grow the program for years to come.

Youth Advisory Board



The Youth Advisory Board 23-24 came to an end with our last meeting of the school year on May 22nd. This year we had 12 students on the Youth Advisory Board, and 6 of those members were High School Seniors this year, leaving us with 6 members going into the 24-25 school year. We plan to advertise and table at high schools in the upcoming school year to bring more members to our board. In June, the Youth Advisory Board also had a table at the Pacifica Pride event. At the Youth Advisory boards table, they had a button making machine where people could come and draw/ create their own button. They also had candy to give out.

Special Events



Bike To Wherever Day

On May 16th, we had our annual Bike to Wherever day. We were stationed on the corner of Highway 1 and Reina Del Mar, and we started at 6am and went until 9am cheering on all of the bikers we saw! At our booth, we had a table giving out bananas, water, and granola bars, and as well as the bike to wherever bag we could give out to bikers. The bag had informational flyers inside along with little biking tools. Throughout the day we stopped to take pictures with people who were riding their bikes, and we got around 20-

30 bikers.

Junior Olympics



This year we held our annual 57th Junior Olympics at Terra Nova High School Track. This is a two day event, the first day was held on May 1st for groups 3 and 4, Kids born in the years 2010-2013, and the second day was on May 11th for groups 1 and 2, kids born in the years 2014-2017. This year, we had a total of 8 schools participate: Good Shephard, Pac Bay, Cabrillo, Vallemar, Sunset Ridge, Ingrid B. Lacy, Ortega, and Ocean Shore. We had around 250 kids each day, totaling to around 500 kids in all, which is some of the higher numbers we have seen since Covid. The kids participated in a multitude of running events, and two field events

(long jump and softball throw). Each school had coaches that held practices at their school for their team starting in January of this year, and all of the coaches' hard work paid off on the day of the events. Both events ran longer this year because of the increase of athletes entered into races this year. We had help from Cal timing, a professional timing system who comes out and tracks the kids races. On Saturday, May 11th, we also hosted a spirit parade for all of the teams to walk through the track showing their school spirit. This year Cabrillo school won the spirit award, and the Lions club got to be the judge of that award. The lions club also generously donated money for all of the awards and trophies. The overall Group 1 and 2 winner Good Shephard school, and the overall group 3 and 4 winner was IBL. The terra Nova Boosters club also hosted the snack shack this year. It was great seeing everyone back out on the track.

Pacifica Pride

On June 1st, the Pacifica Pride Event happened at Ingrid. B. Lacy Middle School. Our involvement consisted of the Youth Advisory Board having a booth where they gave out candy and did button making, and Recreation Staff hosting a kid's corner. At the YAB booth, they had a button making machine where people could decorate their own button, and the Youth Advisory Board would use the machine to create their button. At the Kids Corner, we had 3 Recreation staff help lead activities that were laid out for kids to be able to come stop by and play. We had a parachute, drums, an ax throwing activity, and giant connect 4. The recreation staff were there to help the kids use these tools to play.



4th of July Celebration



On July 4th, we hosted our annual 4th of July celebration, which was at Frontierland park from 11am-3pm. This year, we had two amusement rides, one was a spinney helicopter, and one was a mini pirate ship, and we also had a 100ft slide for kids to ride on for free. This year, we had the Recreation staff hosting the classic field games throughout the day: we had activities such as sack races, watermelon eating contests, tug-of-war, and water balloon tosses. The recreation staff also had two booths that consisted of hair spray and face paint, all for free to the public. We also had

one staff driving the shuttle up and down the hill all day for the public. We had three food trucks come to our event: Mister Softee, Moonraker, and Silvas Food truck. The rotary club was there as well selling drinks. This year, we had two bands play throughout the day. The first band was the Stan Ehrart band, and they played from 11-12pm, and the second band was the Wall of Blues, and they played from 12:30-3pm. We had two members from the American legion post 238 come and raise the flag during the national anthem. This year we estimated we had around 1,500 people attend the event throughout the day.

Pacifica Community Center and Reservations

The Spring session has officially come to an end for contract classes, as of the week of June 24th. The Summer session started on July 1st. We will be offering 13 different classes in the summer session. We have dance, Yoga, Pilates, Tai Chi, Jewelry and gemstone classes. The most popular classes were two dance classes, West Coast Swing and World Rhythms, Tai chi Beginner class, averaging around 10-15 people per class. In the months of April-July, we had 9 different rentals on the weekends. Looking forward in 2024, we already have 7 rentals planned for the upcoming months. These rentals range from birthday parties, family reunions, memorial services, wedding anniversaries, and much more.



Staff Report

ITEM VIII E) July 12, 2024

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

FROM: Amber Shong, Senior Services Supervisor

SUBJECT: Senior Services Division update April-June 2024

Supervisor's Report

Facility

The dream has now transformed into a tangible reality. Nearly three years ago, preparations began for City Hall's departure from the community center, leading to the relocation of Civic Center operations to the Community Center. The transition involved packing into the back spaces and being warmly welcomed by the Community Center staff and seniors. This collaborative effort involves various departments working together to ensure a smooth and effective move to the Civic Center.

Numerous employees and consultants are dedicating their time and effort to make the Civic Center relocation as seamless as possible. Department Head Scott Leslie and Recreation supervisor Amber Shong have been appointed to the moving committee to oversee the transition back to a fully operational community center. The move of Civic Center employees to the new building is anticipated to be completed by mid-July. Gratitude is extended to everyone for their understanding, patience, and flexibility throughout this process.

In June, the Parks, Beaches, and Recreation department played a significant role in organizing a "Farewell" event on June 20th to bid farewell to employees moving to the new building. The event featured games, food, activities, and presentations to express appreciation and acknowledge the contributions of departing employees. Following this event, a Ribbon Cutting ceremony was held at the new Civic Center, allowing the community and employees to explore the newly designed building. The move to the new Civic Center is scheduled for July 12th, marking the beginning of a new chapter and exciting opportunities ahead.

Events

The annual volunteer appreciation dinner hosted by Senior Services was a huge success this year, thanks to the changes made to enhance the overall event experience. The theme chosen for this year was "We Appreciate You S'more Than You Know," which added a fun and unique touch to the evening. The room was transformed into a camping atmosphere with elaborate decorations such as a waterfall, campsite setup, fake trees, camping images hanging from the ceiling, and fire pits set up outside for making delicious and messy s'mores. The attendees were thrilled with the new theme and decorations, especially those who had never experienced a s'more before.

The addition of delightful accordion music by Mike Myers throughout the evening truly elevated the ambiance of the event and added to the overall experience for the volunteers. Approximately 80 dedicated volunteers were able to attend the dinner, and each of them received a camp mug adorned with the new PB&R logo as a token of appreciation. Volunteers play a crucial role in the senior services section, and their hard work and dedication do not go unnoticed. The presence of City Council members, PB&R

Commissioners, and City employees from various sections at the event further highlighted the importance of volunteerism and teamwork in the community.

The volunteer appreciation dinner was not only a way to thank the volunteers for their valuable contributions but also an opportunity to bring together different members of the community in a spirit of gratitude and camaraderie. The success of the event was a result of careful planning, attention to detail, and the collective effort of everyone involved in organizing and executing the dinner. As Senior Services looks forward to another year of serving the community, the support and dedication of volunteers will continue to be a driving force behind the success of programs and initiatives aimed at benefiting seniors.

Seniors in Action (SIA) Membership

The current count of new and renewing members for this year has now reached 728 as of June 30, 2024. Our future efforts will be dedicated to both attracting fresh members and maintaining the loyalty of our current ones. This will be achieved by implementing personalized communication strategies, introducing innovative programs and events, and providing valuable resources.

Volunteers

We are currently looking for volunteers to assist with serving and cashiering for our Lunch Program, delivering Meals on Wheels, and helping with set-up and break down of monthly Rummage program. Pacifica Senior Services greatly values and depends on the support of our committed volunteers.

Giving Tree Trust Funding

This year the Giving Tree program received \$13,950

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

To Date Program Revenue

Program	Totals
SIA Membership Dues	\$ 22,665.00
Donations with Membership Dues	\$ 280.00
SIA Member Class Card Sales	\$ 20,600.00
Non-SIA Member Class Fees	\$ 2,382.00
Gift Shop Sales (Gross)	\$ 3,682.00
Rummage & Cookie Cart	\$ 31,747.00
Bingo	\$ 12,175.00
Miscellaneous Monetary Donations	\$ 1,735.00
Deposit Total for Account	\$ 95,266.00

Ongoing Programs

- Golden Treasures Gift Shop is Pacifica's best-kept secret. We have some creative gift ideas in our Golden Treasure Gift Shop from jewelry to baby blankets to sport-themed items, purses, scarves, and hand towels. Almost all items are handmade by seniors (Gift Shop hours are 10 am to 12 noon, Monday through Friday).

- Seniors in Action Rummage Sales are held at the Community Center on the second Wednesday and Thursday of every month from 9 am to 2 pm. Customers are always finding great bargains on everything including clothing, collectibles, books, and art.
- San Mateo County Libraries provide a Pop-Up Library that visits Senior Services twice a month for easy access to books, music, movies, and much more. The libraries' outreach continues to be an educational and entertainment asset for seniors.
- Big Bucks Bingo happens every Wednesday afternoon from 1:00 to 3:00 pm, right after our delicious Congregate Lunch. The buy-in for one pack is only \$7.

Entertainers

- Scott Hill on guitar with songs that are easy to sing along to while tapping their toes to the rhythm.
- Gene Gibson, Jr. plays the guitar and sings. He has a talent for inviting listeners to reminisce to his music.
- Kurt, Eddie, Peter, and John rock out at our Center and the music moves us out of our seats!
- Our pianist, Alex Bootzin plays at our monthly Birthday Celebration on the third Tuesday of every month.
- Steven Evans is a very active and freelance Pianist who makes and enjoys sharing his music with others.
- DJ Rey spins hits from the 50s, 60s & 70s.
- Professional flutist Gail Edwards has LOVED the flute since she first met it in fifth grade and her life's work has never veered from that path. Gail's enthusiasm and daily pursuit of sharing music with others is inspiring.
- Mark Lashley, a talented new entertainer, performs on guitar and vocals every third Monday of the month during congregate lunch.
- Sing Along with Dan and Trish occurs every fourth Wednesday of the month, inviting the crowd to join in singing along to favorite hits.
- Antoinette Kauffman showcases her flute skills every fourth Tuesday of the month, delivering enchanting performances with nothing but her flute.

Recreation & Enrichment Classes

Pacifica Senior Services continues to offer more than 40 classes and activities each week for seniors in the following categories: Arts & Crafts, Games & Groups, Exercise & Health, and Computers. Classes average over 3,000 participations each quarter. Participation is growing this year as membership increases.

April

- What a fun way to start the month! Celebrating the San Francisco Giants' home opener with classic ballpark treats like Chef Mona's ballpark dogs, garlic fries, and peanuts must have been a grand

slam. I'm sure the delicious flavors and lively atmosphere made it a memorable experience.



- The Volunteer Recognition Dinner was a heartwarming celebration that acknowledged the dedication and hard work of PB&R's volunteers. The "We appreciate you s'more than you know" theme was brought to life with camping-themed decorations and a campfire where seniors could make their own s'mores. The evening was filled with delightful music by Mike Myers on the accordion, and each volunteer received a special camp mug with the PB&R logo. It was a wonderful opportunity for volunteers, including PB&R Commissioners and City Council members,



to come together and show their appreciation for one another.



- The Handmade Card Making sessions have been added to the schedule, taking place on the 2nd and 4th Wednesday of every month. Members are encouraged to join Lisa Menconi, a skilled volunteer, and learn new techniques to enhance their card-making skills. This is a great opportunity to create beautiful and personalized cards for special occasions while sharing creativity with fellow enthusiasts.



- What a wonderful accomplishment! It's heartwarming to know that the AARP Tax-Aide Team was able to serve 147 clients, with every Thursday at the Pacifica Community Center being fully booked.



- The partnership between Pacifica Senior Services and the Pacifica Police Department resulted in a successful Earth Day Medicine Disposal event, collecting a significant 8 pounds of expired and unwanted medications in just one week.
- PB&R Commissioner Cindy Abbott and Margaret Goodale helped us celebrate Earth Day with educational activities and a presentation on Western Snowy Plovers and their historical population in Pacifica.



May

- For Chef Mona's luncheon featuring Enchilada Casserole and virgin Margaritas made our Cinco de Mayo celebration truly delightful, accompanied by lively salsa music and vibrant decorations. It was a festive and enjoyable event for everyone!



- The lunch attendees gathered to enjoy a lovely Mother's Day meal prepared by Chef Mona, which included Chicken Cordon Bleu and Rice Pilaf. In recognition of all mothers and mother figures, each participant was given a rose, and everyone indulged in a slice of cake for dessert.



June

- The Congregate lunch participants came together to enjoy a tasty Father's Day meal cooked by Chef Mona, featuring Sloppy Joes, chocolate cigars as party favors, and refreshing root beer floats for dessert.



Senior Nutrition Programs *(Submitted by Rebecca Collier, Community Services Coordinator)*

Meals on Wheels (MOW)

- Pacifica Senior Services is currently servicing 100 homebound clients.
- Meals continue to be delivered fresh daily Monday- Friday and frozen meals for weekends and holidays are delivered on Fridays or the day before the holiday. Out of 100 clients, 20 requested frozen meals for the weekend and holidays.
- Approximately,6,300+ meals have been served in April -June 2024.
- The average client donation for service is \$1.30 per meal.
- Staff continue to build out our substitute volunteer pool. Routes continue to be covered and reliant on committed volunteers, looking for a permit volunteer for Route 7 on Tuesday and Route 2 on Friday. Thirty-eight (38) consistent volunteers are assigned to a route and several additional volunteers could be called upon to substitute.
- The program operates 8 meal delivery routes per day, our longest route currently is Route 3 with 18 clients in our Linda Mar, Terra Nova, and Oddstad neighborhoods and the shortest route is Route 4 in the Sharp Park neighborhood. Staff continues working on building out the routes by enrolling new clients and processing their intakes as soon as possible. During the quarter there was not a new client waitlist

- San Francisco State University (SFSU) School of Nursing students finished their semester work the first week in May and were instrumental to Meals on Wheels. The skilled nursing students assisted with completing the required quarterly re-assessment which can be done via home visits while others are completed via phone. Re-assessments are vital to our program to ensure that senior clients continue to qualify for Meals on Wheels. In April, students ran a blood pressure clinic for senior services at the Pacifica Community Center. Feedback from participants, nursing students, and staff continued to be positive, and staff look forward to our continued partnership with San Francisco State University. A new group of students will be returning in the fall of 2024.
- Over the last quarter, generous donations had been made from the following community members: Added Dimensions INC \$2500.00, Brigid Voss of Pacifica \$1000.00, Peter and Carmel Garcia of Pacifica \$500.00 St. Andrews United Presbyterian Church of Pacifica \$250.00, Local Girl Scout Troop 60685 donated 100 boxes of cookies for MOW clients and Torchbearer Phi of Beta Sigma Phi for their holiday and seasonal goodie bags for MOW clients.

Congregate Lunch

Congregate lunch is served Monday thru Friday for seniors 60 years and older at noon (11:30am - 12:30pm) at the Pacifica Community Center. \$4.00 is the suggested donation per meal non-seniors (guest of seniors) welcome to lunch for a \$6.00 mandatory fee.

Transportation *(Submitted by Michael Costakis, Transportation Specialist)*

Senior Shuttle

With our senior center transportation service offers seniors rides to and from the center Monday through Friday. We have seen a significant increase in the number of seniors registering and utilizing this service, this quarter we provided seniors with 1002 one-way rides.

Day Trips:

We currently provide monthly trips to a range of attractions, experiences, or shows. From April 1st to June 30th, we organized 2 trips and had 5 people on the waiting list. We obtained a total of 30 tickets, allowing us to bring 28 seniors to the event by adding an extra vehicle, thus sparing them the need to drive themselves.

- | | | | |
|-------------------------|---------------------------------|-----------------|------------|
| • May 21 st | San Francisco Botanical Gardens | 17 participants | 0 waitlist |
| • June 12 th | San Francisco Giants Game | 28 participates | 5 waitlist |



Shopping Trips

The seniors have greatly enjoyed our monthly shopping excursions to Safeway and Grocery Outlet, which have catered to their shopping requirements. From April 1st and June 30th, we organized a total of 8 shopping trips, providing 17 roundtrips for the seniors.

CaR Program (Connect a Ride) update:

CaR ridership continues to increase and expand, we have witnessed an increase in trips for medical appointments. There are currently 524 Pacifica residents 65+ years old registered in the program since the roll-out November 4, 2019.



Month	Days of Service	Total Rides	Avg. Daily Rides	Fare Totals	Avg. Monthly Fare	Medical	Bart	Local
April	30	118	3.9	3,067	25.99	60	2	58
May	31	148	4.7	7,068	47.75	24	4	124
June*	30	100	3.3	2,500	25.00	50	1	50
TOTAL	91	366	3.9	12,635	82.07	112	7	233

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

Shopping Assistance for Homebound Seniors (SASH)

SASH volunteers shop for homebound seniors in need of groceries and household supplies. We currently have 5 Sash clients and 2 SASH Volunteer. Our volunteers currently go shopping for the SASH clients once a week.

Medical Supply Loan Program

The Medical Supply Loan Program continues to be an extremely needed serve. Items loaned included crutches, canes, walkers, shower chairs, commodes, and wheelchairs. During this quarter we provided 22 pieces of equipment as well as giving out incontinent supplies. We continue excepting additional equipment to stock up our medical closet.

**PARKS, BEACHES, AND RECREATION DEPARTMENT
COMMISSION 2024-2025 LIAISON ASSIGNMENTS**

COMMITTEE	MEETINGS	LIAISON
Aquatics Liaison	As Needed for pool issues/events Contact Anthony Schriver Email: aschriver@pacifica.gov Phone: 650-738-7461	Commissioner Torres
Beautification Committee	1 st Wednesday, 6:30 pm @ EOC	Commissioner Benton-Shoemaker
Bike Park Committee	Contact Anthony Schriver Email: aschriver@pacifica.gov Phone: (650)738-7461	Commissioner Phillips
Childcare Services/ Parent Advisory Committee	Mindy Tiet Email: mtiet@pacifica.gov Phone: 650-738-7354 Tracy Gilbert -Email: tgilbert@pacifica.gov	VACANT
Climate Action Taskforce	3 rd Tuesday – 6:30 pm	VACANT
Economic Development Committee	2 nd Tuesday of the month, 6 pm @ EOC	Commissioner Abbott
Emergency Preparedness Commission	3 rd Wednesday	Commissioner Torres
Library Advisory Committee	TBA	Commissioner Abbott
Open Space and Parkland Advisory Committee	3 rd Wednesday, 6:00 pm, TBA	VACANT
Pacific Beach Coalition	Contact Lynn Adams lynn4promos@aol.com Phone: 650-355-1668	VACANT
Poet Laureate	As Needed	Commissioner(s) Abbott & Benton-Shoemaker
Skate Park	As Needed	Commissioner Phillips
Senior In Action Council	As Needed – Senior Advisory Council Meets 3 rd Tuesday -12:45pm Contact Amber Shong Email: ashong@pacifica.gov Phone: (650)738-7352	Commissioner Abbott
Tree City Pacifica		Commissioner Benton-Shoemaker
Youth Advisory Board	2 nd Wednesday – Community Center – 6 pm Email: lmacario@pacifica.gov Phone: (650)738-7376	Commissioner Staudenbaur (Requested)

**PARKS, BEACHES, AND RECREATION DEPARTMENT
COMMISSION 2024-2025 LIAISON ASSIGNMENTS – PB&R Events**

EVENT	COMMITMENT	DATE OF EVENT	LIAISON
4th of July Celebration	Attend planning meetings, day of attendance, and participation	July 4, 2024	Commissioner Phillips
Arbor Day	Day of attendance and participation	November 9, 2024	Chair Benton-Shoemaker
Earth Day	Day of attendance and participation	April 2025	VACANT
Epic Eggventure	Day of attendance and participation	April 19, 2025	VACANT
Pride Event	Day of attendance and participation	June 2025	Commissioner Buie
Rockaway Tree Lighting	Helping YAB with their table at Rockaway	December 8, 2024	ALL
Volunteer Appreciation Dinner	Day of attendance and participation	April 2025	ALL

PARKS, BEACHES, AND RECREATION DEPARTMENT EVENTS

EVENT	DATE OF EVENT
Bingo Bash (Senior Services)	August 10, 2024
Family Fun Fest	September 29, 2024
Halloween Spectacular	October 19, 2024
Pacifica Polar Palooza Day 1	December 6, 2024
Pacifica Polar Palooza Day 2	December 7, 2024
Pacifica Junior Olympics	April/May 2025
Senior Prom	March 2025