



**CITY OF MORRO BAY  
RECREATION AND PARKS COMMISSION  
AGENDA**

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*The City of Morro Bay provides essential public services and infrastructure to maintain a safe, clean and healthy place for residents and visitors to live, work and play.*

**Notice of Special Meeting  
September 17, 2020 – 4:30 p.m.  
Held Via Teleconference**

Chairperson – Kevin Carroll

Vice-Chairperson Mike Espino  
Robert Swain

Skip Sorich  
Drew Sidaris

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS / PRESENTATIONS

MORRO BAY SENIOR CITIZENS, INC. LIAISON REPORT

PUBLIC COMMENT PERIOD

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this Meeting will be conducted telephonically through Zoom and broadcast live on Cable Channel 20 and streamed on the City website (click [here](#) to view). Please be advised that the pursuant to the Executive Order, and ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Veterans' Hall will not be open for the meeting.

**Public Participation:**

In order to prevent and mitigate the effects of the COVID-19 pandemic, and limit potential spread within the City of Morro Bay, in accordance with Executive Order N-29-20, the City will not make available a physical location from which members of the public may observe the meeting and offer public comment. Remote public participation is allowed in the following ways:

- Community members are encouraged to submit agenda correspondence in advance of the meeting via email to Advisory Board Members at [RPC@morrobayca.gov](mailto:RPC@morrobayca.gov) prior to the meeting and will be published on the City website with a final update one hour prior to the meeting start time. Agenda correspondence received less than an hour before the meeting start time may not be posted until after the meeting.
- Members of the public may watch the meeting either on cable Channel 20 or as streamed on the City [website](#).
- Alternatively, members of the public may watch the meeting and speak during general Public Comment or on a specific agenda item by logging in the Zoom webinar using the information provided below. Please use the “**raise hand**” feature to indicate your desire to provide public comment. Each speaker will be allowed three minutes to provide input.

Please click the link below to join the webinar:

- <https://us02web.zoom.us/j/82722747698?pwd=aWZpTzcwTHlRTk9xaTlmWVNWRWFUQT09>  
Password: 135692
- Or Telephone Attendee: 1 (408) 638-0968 or 1 (669) 900-6833 or 1 (346) 248 7799;  
Webinar ID: 827 2274 7698; Password: 135692; Press \*9 to “Raise Hand” for Public Comment.

## A. CONSENT CALENDAR

- A-1 Approval of Minutes from Recreation and Parks Commission meeting, January 16, 2020  
**Staff Recommendation: Approve minutes.**
- A-2 Recreation Services Division Status Report  
**Staff Recommendation: Receive and file.**
- A-3 Recreation Services Division Participation Reports – January - February 2020  
**Staff Recommendation: Receive and file.**
  - Facilities, Parks and Open Space Hourly Use
  - Recreation Classes and Affiliated Clubs
  - Aquatic Programs
  - Sports
  - Seniors
  - Youth Services

## B. PUBLIC HEARINGS – None

## C. BUSINESS ITEMS

- C-1 Election of Chair and Vice Chair and Sr. Rep  
**Staff Recommendation: Staff recommends that the elections for 2020 Chair and Vice Chair be held.**
- C-2 Election of Morro Bay Seniors, Inc Representative for 2020  
**Staff Recommendation: Staff recommends that the election for the 2020 representative to the Morro Bay Senior Citizens, Inc. be held.**
- C-3 Program Evaluation – 2020 Parent’s Night Out  
**Staff Recommendation: Receive and file**
- C-4 Program Evaluation – 2020 MBAA 55+ Health and Wellness Faire  
**Staff Recommendation: Receive and file**
- C-5 Program Evaluation – 2019 Fall Aquatics  
**Staff Recommendation: Receive and file**

- C-6 Staff Report – Prop 68 – Per Capita Program  
**Staff Recommendation: Receive and file**
- C-7 Program Evaluation – 2020 Virtual Brian Waterbury Memorial Rock to Pier Run 10K  
**Staff Recommendation: Receive and file**
- C-8 Staff Report – Recreation Services and COVID-19 Pandemic  
**Staff Recommendation: Receive and file**

#### D. FUTURE AGENDA ITEMS

#### E. ADJOURNMENT

Adjourn to the next regular Recreation and Parks Commission meeting at 6 p.m. **Thursday, November 19, 2020**, via teleconference.

This agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the agenda posted at the Morro Bay Community Center, 1001 Kennedy Way, for any revisions, or call Recreation Services at 805-772-6278 for further information.

Materials related to an item on this agenda submitted to the commission after distribution of the agenda packet are available for public inspection upon request by calling the Recreation Services at 805-772-6278.

In compliance with the Americans with disabilities act, if you need special assistance to participate in a city meeting, please contact the Recreation Services at least 24 hours prior to the meeting to insure reasonable arrangements can be made to provide accessibility to the meeting.

This agenda is available for copying at the Morro Bay Public Library.



## **MINUTES – MORRO BAY RECREATION AND PARKS COMMISSION**

REGULAR MEETING – **January 16, 2020**

Veteran's Memorial Building – 6 p.m.

**PRESENT:** Chair Kevin Carroll, Vice Chair Mike Espino, Commissioner Skip Sorich, Commissioner Drew Sidaris, Commissioner Robert Swain, Recreation Service Manager Kirk Carmichael, Sports Supervisor Karen Sweeny, and Administrative Technician Charlee Lowe.

**ABSENT:** None

**CALL TO ORDER:** Chair Kevin Carroll called the meeting to order at 6 p.m.

**MOMENT OF SILENCE**

**PLEDGE OF ALLIGIANCE**

### **ANNOUNCEMENTS**

<https://youtu.be/KICMxpb4tIU?t=106>

Commissioner Bob Swain announced that Flu Season is upon us. He instructed on how to properly wash hands to ensure that germs are not being passed.

Commissioner Sorich announced that pickleball is hosting a dot tournament at Del Mar Park this coming weekend. All are welcome. Furthermore, Commissioner Sorich explained that on the Saturdays there are lessons with equipment provided, so come out all.

Commissioner Sidaris reminded us all of the Winter Bird Festival that takes place Martin Luther King Weekend, so come check out the events like “Meet the Raptors.”

Commissioner Sorich reported on Morro Bay Active Adults activities taking place. Trips have been a highlight in 2019. Bingo is doing so well there was some suggestion to incorporate more sessions per month. Furthermore, Commissioner Sorich reported that there are many classes available, so come down to the Senior Center to participate.

Recreation Services Manager Kirk Carmichael announced that MBAA held their annual board elections and announced the new board. This is the first time in a while that there has been a full board. We have had over 200 additional members in 2019.

Furthermore, Mr. Carmichael announced our upcoming Winter Aquatics Schedule, Quilting Classes, the addition of one more weekly Zumba with Carmen, and Dog Training. Mr. Carmichael also announced that Morro Bay Community Center will be hosting the 55+ Health and Wellness Faire of January 25<sup>th</sup>. New Emeritus classes offered through Cuesta college will

be starting after January 25<sup>th</sup>, but you can register at the Health Faire. Estero Bay Softball Registration is now open for enrollment and sponsorships are also available. Junior Lifeguard registration will be open March 30<sup>th</sup>, save the date due to the popularity of this program it sells out in 15 minutes. We are also opening registration for the Brian Waterbury Rock to Pier run on May 4<sup>th</sup>.

Lastly, Recreation Services Manager Carmichael gave a verbal report of the Bocce Court/Greenhouse Project. We were unable to acquire a bid that would satisfy the needs of the project. The City Manager has put together a group of volunteers to head up the project starting in February after the groundbreaking.

### **PUBLIC COMMENT**

<https://youtu.be/KICMxpb4tIU?t=937>

The public comment period for the Consent Agenda was opened.

Councilman Jeff Heller announced that he is the liaison for Recreation and Parks Commission. He reported that he hardly ever gets complaints about Recreation and he is excited to be our liaison and participate in our programs.

The Public Comment period was closed.

### **A. CONSENT CALENDAR**

<https://youtu.be/KICMxpb4tIU?t=1383>

**A-1 Approval of minutes for Recreation & Parks Commission meeting held on September 19, 2019**

RECOMMENDATION: Approve minutes.

**A-2 Recreation Services Division Status Report**

RECOMMENDATION: Receive and file.

**A-3 Recreation Services Division Participation Reports**

**Facilities, Parks and Open Space Hourly Use**

**Recreation Classes and Affiliates Clubs**

**Aquatic Programs**

**Sports**

**Seniors**

**Youth Services**

RECOMMENDATION: Receive and file.

**MOTION:** Commissioner Drew Sidaris moved to receive and file the Consent Calendar Items A-1 through A-3. The motion was seconded by Commissioner Skip Sorich and passed unanimously, 5-0.

**B. PUBLIC HEARINGS**

<https://youtu.be/KICMxbp4tIU?t=1425>

No public hearings.

**C. BUSINESS**

<https://youtu.be/KICMxbp4tIU?t=1427>

**C-1 Program Evaluation – 2019 Holiday Tree Lighting**

<https://youtu.be/KICMxbp4tIU?t=1427>

RECOMMENDATION: Receive and file.

Youth Services Coordinator Angelica Gallardo presented the staff report for the 2019 Holiday Tree Lighting. Giving a special thanks to Sean Ellis for hanging the lights in the rain.

**C-2 Program Evaluation – 2019 Holiday Hangouts**

<https://youtu.be/KICMxbp4tIU?t=1575>

RECOMMENDATION: Receive and file.

Youth Services Coordinator Angelica Gallardo presented the staff report for the 2019 Holiday Hangouts.

**C-3 Program Evaluation – 2019 Breakfast with Santa**

<https://youtu.be/Fskxs0GmS1o?t=1507>

RECOMMENDATION: Receive and file.

Youth Services Coordinator Angelica Gallardo presented the staff report for the 2019 Breakfast with Santa.

**C-4 Program Evaluation – 2019 Youth Soccer**

<https://youtu.be/KICMxbp4tIU?t=2019>

RECOMMENDATION: Receive and file.

Recreation Services Manager Kirk Carmichael presented the staff report for the 2019 Youth Soccer program.

**C-5 Program Evaluation – 2019 Fall Adult Softball**

<https://youtu.be/KICMxbp4tIU?t=2247>

RECOMMENDATION: Receive and file.

Recreation Services Manager Carmichael presented the staff report for the 2019 Fall Adult Softball.

**C-6 Program Evaluation – 39+ Dance Club – 2019 Holiday Party and Dance**

<https://youtu.be/KICMxpb4tIU?t=2568>

RECOMMENDATION: Receive and file.

Recreation Services Manager Carmichael presented the staff report for the 39+ Dance Club – 2019 Holiday Party and Dance.

**C-7 Program Evaluation – Prop 68 – Per Capita Program**

<https://youtu.be/KICMxpb4tIU?t=3032>

RECOMMENDATION: Receive and file.

Recreation Services Manager Carmichael presented the staff report for the Prop 68 – Per Capita Program. Mr. Carmichael expressed that the funding will be used to replace Coleman Park restroom, as it is currently unusable. Staff has been discussing a prefabricated restroom with an attached concession/storage area. Also, he would like to see the area adjacent to the park be graded to ensure safety. Mr. Carmichael mentioned that the current parking lot will be paved and in line with ADA Compliance. Staff has moved forward with this project in phases and will request additional funding from the State. We will also look into additional sources of fund matching and community outreach. The commission also discussed some potential uses for the additional space that will be adjacent to the restrooms. Mr. Carmichael will bring additional information for recommendations when we are in that stage. We are also hoping to incorporate something to recognize Jack Lalane and potentially reach out for funding for this memorial.

**MOTION:** Commissioner Sorich moved to approve the Business Items C-1 through C-7. The motion was seconded by Commissioner Swain and passed unanimously, 5-0.

**D. FUTURE AGENDA ITEMS**

<https://youtu.be/KICMxpb4tIU?t=3816>

Commissioner Swain like to continue to discuss that Harborwalk and Jack Lelane Memorial.

**E. ADJOURNMENT**

<https://youtu.be/KICMxpb4tIU?t=3917>

Meeting adjourned at 7:07 p.m. The next regularly scheduled Recreation and Parks Commission meeting will be March 19, 2020 located at the Veteran’s Memorial Building; 209 Surf St.; Morro Bay, California.

Recorded by:

Charlee Lowe  
Administrative Technician



**AGENDA NO: A-2**

**MEETING DATE: September 17, 2020**

# **STATUS REPORT**

**TO: Recreation and Parks Commission**

**DATE: September 10, 2020**

**FROM: Recreation Services Division Staff**

**SUBJECT: Recreation Services Division Status Report**

## **RECOMMENDATION:**

Staff recommends Commission review the Status Report and accept for file.

## **SUMMARY:**

The following is a brief review of the status of current Recreation Division projects and programs.

## **ADMINISTRATION**

Due to the pandemic, we laid off or delayed the hiring of over 70 part-time staff as well as two full-time staff. Our Recreation Supervisor, Karen Sweeny, opted to retire this year after receiving a layoff notice. Our Administrative Technician, Charlee Lowe, was laid off but was able to stay employed with the City in a different role of Account Clerk 1, splitting her time between Recreation Services and City Hall finance.

## **City Website/Recreation and Parks Pages/Facebook/Instagram**

Staff continues to add content and update web pages as needed, including calendar items such as program sign-up dates. The department uses the City's Facebook and Instagram page to announce program registration, upcoming events and other important and interesting information as it arises.

## **Community Activity Guide**

Staff has been working on an in-house recreation guide and, with a lot of hard work, distributed at Recreation events. Our Recreation Guide will be available as a link on the City website and have scheduled dates to be mailed in the City water bills. The recreation guide will be found throughout town in City offices and other fine locations. We continue to research and fine tune our guide.

Our guide has been put on hold due to lack of staff and program content.

## **Park Development**

Staff continues to work with the City Manager, MBSCI and Morro Bay in Bloom towards developing the pocket park at Shasta and Dunes with Bocce courts and a greenhouse. A groundbreaking ceremony took place at the site Saturday, February 29 with representatives from all entities involved attending including Pastor Randy of the El Morro Church of the Nazarene who is heading out our volunteer effort. We have been on hold since mid-March due to COVID.

Staff continues to investigate grants offered by the State of California Department of Parks and Recreation. An application was submitted to the State for funds to replace the restroom at Coleman Park and, due to changes at the State level, we must resubmit for the same funds with the same project. The pickleball courts at Del Mar Park were finally resurfaced in late July with all funding from MBAA!

### **Adult Softball League**

Registration for Spring Adult Softball closed on March 6. We were preparing for the season and had to put on hold.

### **Aquatics Programs**

We completed our winter aquatics programs with the following schedule: MWF from 5:30-7:45 am and Monday-Friday 11:00 am to 1:00 pm as well as Sundays from 11-3. We have shallow water aerobics on M, W, F mornings from 6:45am-7:45 am and deep-water aerobics on T, Th from 11 pm-12 pm. Private swim lessons are available on Sundays.

Our new schedule, with COVID modifications, is: Lap Swim, MW, 6:15-7:50 and M-F, 11:30 – 1:55; Aqua Aerobics, MW, 7:05 – 7:50 and TTH, 11:30-12:15; private swim lessons upon arrangement.

### **Estero Bay Girls Softball**

Opening day for Estero Bay Girls Softball will be on March 14 at Lila Keiser Park. We have 6 teams this season and will be playing games with SLO, Atascadero, Five Cities, Templeton and Paso Robles. We have 19 sponsors this season: Central Coast Polo Club, Watterworth Properties, 3 Stacks and a Rock, Siren, Mike's Barber Shop, CP Landscapes, GoWesty, Bay Osos Kiwanis, Techttime Communications, Navigators Real Estate, Morro Bay Lions, Fraternal Order of Eagles, Tognazzinis Dockside, Hinson's Tire, Community Foundation of Estero Bay, Higgie's World BBQ, Ian Gaffney Landscapes, James Searby Construction, Morro Bay Hat Company.

Sadly, the season was cancelled due to COVID.

### **Estero Bay Youth Basketball**

The Bay Osos Kiwanis End of the Season Tournament was held March 6 and 7. Thank you for all our sponsors for supporting our teams this year. Team Sportsmanship Awards went to Medrano's 2<sup>nd</sup>/3<sup>rd</sup> Girls, Dunn's 2<sup>nd</sup>/3<sup>rd</sup> Boys, Lynch's 4<sup>th</sup>/5<sup>th</sup> Girls, and D'Auony's 4<sup>th</sup>/5<sup>th</sup> Boys.

### **Morro Bay Junior Lifeguards**

Registration for the 2020 Morro Bay Junior Lifeguard program will be held on March 30 starting 8:30 am. Dates for 2020 are: Junior Waterman June 8-19, Session 1 of Beach Junior Guards June 22-July 10, and Session 2 July 20-August 7.

Fortunately, due to early research and conversation with County Public Health, we were able to offer the popular junior lifeguard program using social distancing and program modifications. We offered 4 sessions and hosted 250 kids.

### **Estero Bay Youth Futsal**

Registration for the 2020 Estero Bay Youth Soccer Season is open through March 13, with practices and games beginning in April. This program is open to boys and girls in Kindergarten through 5<sup>th</sup>

grade.

Cancelled due to COVID.

### **Brian Waterbury Memorial Rock to Pier Run**

The date for the 2020 Brian Waterbury Memorial Rock to Pier Run and Half Marathon will be on July 25. Registration will open April 4.

This popular run was offered virtually this year. With our normal participation hovering around 1000, we had 250 virtual participants this year. We decided against offering the half marathon.

### **Morro Bay Seniors**

The Senior Center is busy as ever as all the Cuesta Classes are in full swing this winter. Staff has been investigating touch screen information systems and look forward to securing grant funds to purchase such.

As of mid-March, the center has been closed. Fortunately, Recreation Services was able to pick up the static medical equipment loaning program which, as a surprise to me, is very popular with at least one medical item coming in our going out daily!

### **Kids Club Children's Center/Kids' Camp**

Kids' Club Roster is very full, with over 90 children signed up in the varies programs we offer. Kids' Club continues to welcome new families to our program.

Registration for incoming Transitional Kindergarteners and Kindergarteners for the 2020/21 school year opened March 2<sup>nd</sup>. We will open registration for 2020/21 school year to all other students on April 6<sup>th</sup>. Kids' Camp 2020 registration will open May 4<sup>th</sup>.

Kids' Club staff will be hosting a Spring Camp for SLCUSD's Spring Break, the camp will be held at the Kids' Club classroom the week of April 6<sup>th</sup> – 10<sup>th</sup>.

Spring Break was cancelled due to COVID; however, the program morphed into childcare for essential worker families to help finish out the school year. For summer, we were able to offer a modified Kids Camp program housed in our MB Community Center. Now, our Kids Club program is back but, again, in a modified version providing distance learning childcare for over 70 families. With some negotiation, we were able to secure para-educators from SLCUSD to support the program along with funding from SLCUSD.

### **Rockies – The Morro Bay Teen Center and Skate Park**

Rockies Teen Center is a safe and healthy alternative for local youth and is open to all teens in grades 6 through 12. The Skate Park is open to all ages, and helmets are required. Rockies is open from 3 to 7 p.m. weekdays and 1 to 5 p.m. Saturdays.

Rockies Teen Center will also be hosting more Esport tournaments soon. Rockies Teen Center and Skate Park will be hosting a leg of the 2020 Monster Skate Series on May 2<sup>nd</sup>. Rockies Teen Center has seen an increase in booked rentals for private parties. We look forward to hosting more events like these.

Sadly, the Teen Center closed in mid-March causing a cancellation of the Esport tournament and

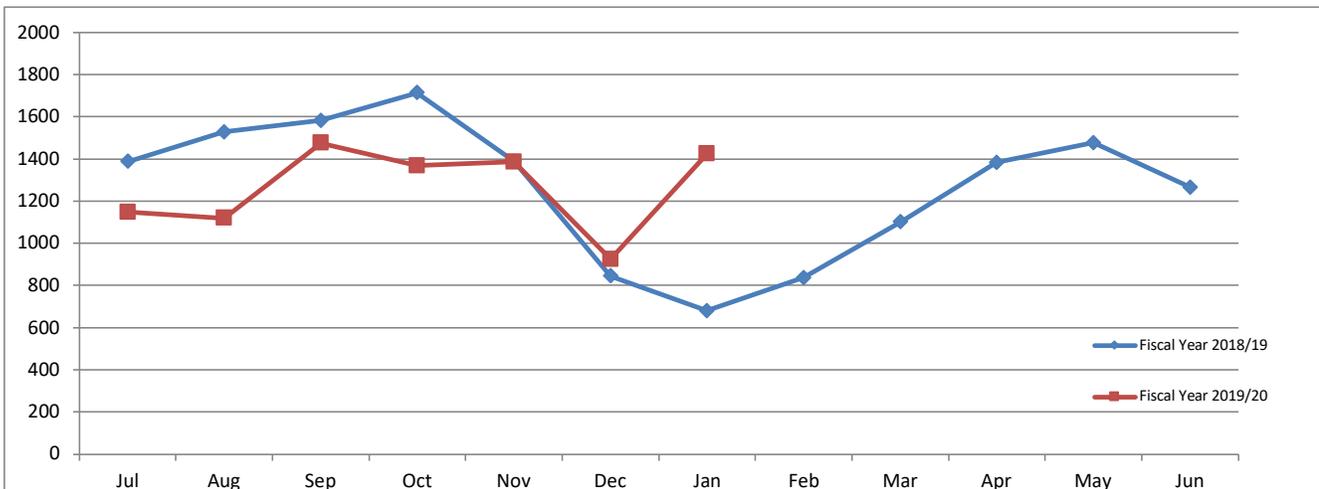
skateboard contest.

**Morro Bay Teen Action Club (TAC)**

TAC is always looking for more volunteer opportunities. TAC has not met since late 2019.

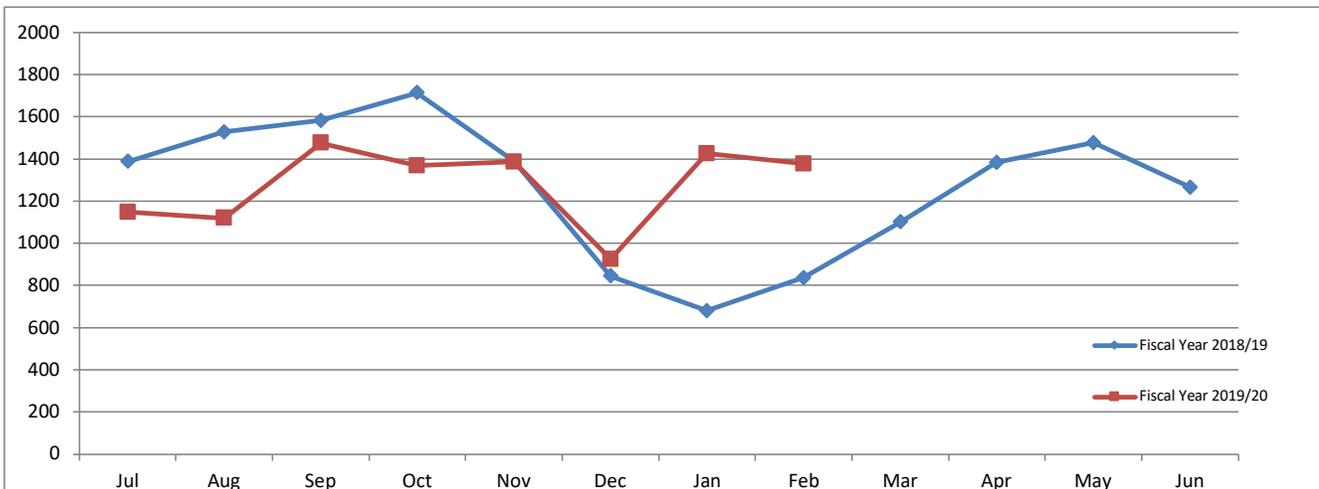
City of Morro Bay  
 Recreation Services Division  
**Facilities and Parks**  
 PARTICIPATION REPORT  
 January 2019 & January 2020

<u>Participations</u>	<u>20-Jan</u> <u>Hours</u>	<u>19-Jan</u> <u>Hours</u>	<u>FY 19/20</u> <u>Total to Date</u> <u>Hours</u>	<u>FY 18/19</u> <u>Total to Date</u> <u>Hours</u>
<b><u>MBCC Facilities</u></b>				
Auditorium	123	98	513	983
Multi-Purpose Room	112	79	790	598
Studio	79	83	340	500
Conference Room	85	70	355	385
Kitchen/BBQ Area	91	98	987	1106
Game Room	140	154	1008	1015
Lounge	55	27	570	386
Other	0	0	57	7
<b><u>VMB Facilities</u></b>				
Assembly Room	126	11	648	556
Meeting Room	5	5	63	266
Kitchen / BBQ Area	5	32	100	176
<b><u>Parks / Open Spaces</u></b>				
Centennial Park	0	0	203	226
City Park	565	13	1256	452
Cloister Park	0	0	50	61
Coleman Park	0	0	117	125
Del Mar Park	5	5	314	793
Lila Keiser	0	0	901	911
Monte Park	0	0	0	0
Morro Rock	20	0	185	187
Tidlands Park	0	0	34	76
Open Space	17	3	360	272
	<b>1427</b>	<b>676</b>	<b>8850</b>	<b>9079</b>



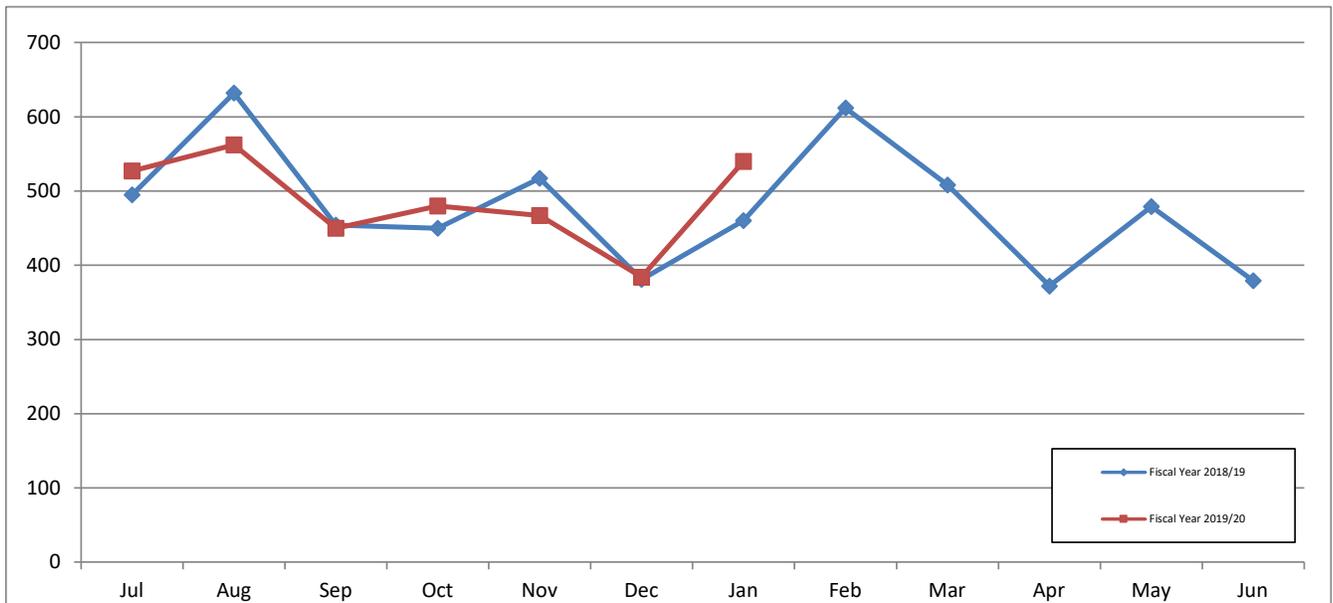
City of Morro Bay  
 Recreation Services Division  
**Facilities and Parks**  
 PARTICIPATION REPORT  
 February 2019 & February 2020

<u>Participations</u>	<u>20-Feb</u> <u>Hours</u>	<u>19-Feb</u> <u>Hours</u>	<u>FY 19/20</u> <u>Total to Date</u> <u>Hours</u>	<u>FY 18/19</u> <u>Total to Date</u> <u>Hours</u>
<b><u>MBCC Facilities</u></b>				
Auditorium	79	147	592	1129
Multi-Purpose Room	68	89	858	687
Studio	53	47	393	546
Conference Room	62	45	417	430
Kitchen/BBQ Area	178	168	1165	1274
Game Room	140	126	1148	1141
Lounge	49	37	619	423
Other	0	0	57	7
<b><u>VMB Facilities</u></b>				
Assembly Room	108	40	756	596
Meeting Room	4	17	67	283
Kitchen / BBQ Area	1	22	101	198
<b><u>Parks / Open Spaces</u></b>				
Centennial Park	0	0	203	0
City Park	493	0	1749	226
Cloister Park	0	0	50	452
Coleman Park	0	0	117	61
Del Mar Park	15	0	328	125
Lila Keiser	22	47	923	840
Monte Park	0	50	0	961
Morro Rock	104	0	289	0
Tidlands Park	0	0	34	187
Open Space	3	0	363	76
	<b>1378</b>	<b>832</b>	<b>10228</b>	<b>9640</b>



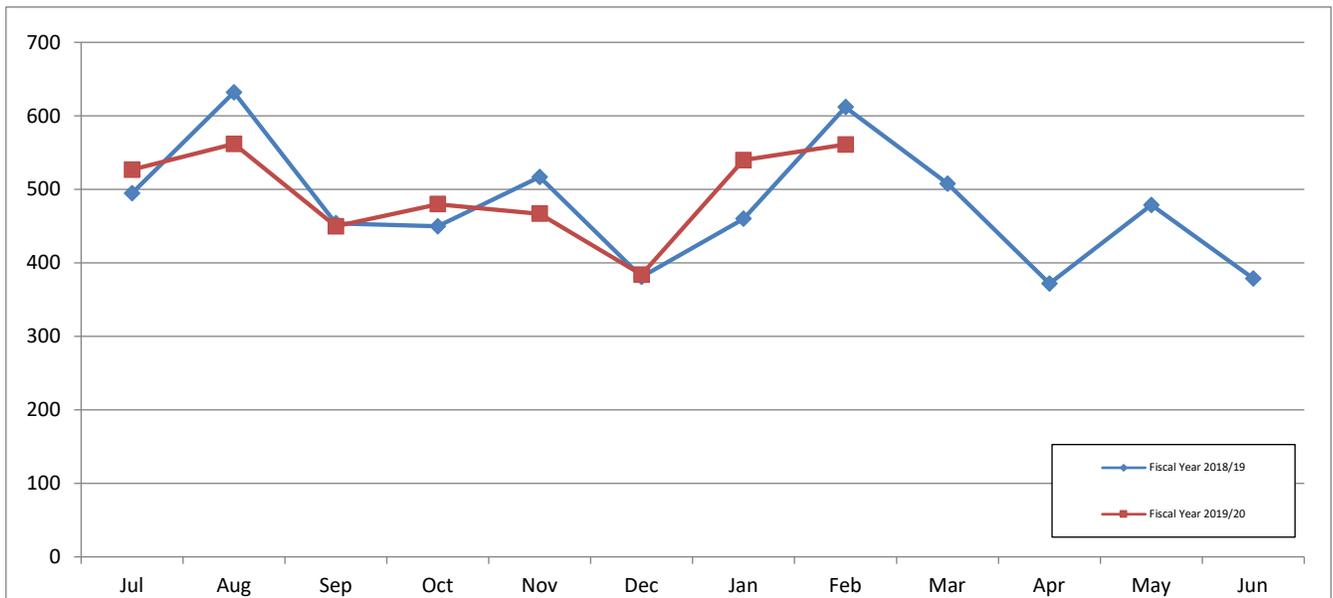
City of Morro Bay  
 Recreation Services Division  
*Recreation Classes & Affiliated Clubs*  
**PARTICIPATION REPORT**  
**January 2019 & January 2020**

<u>Participations</u>	<u>20-Jan</u>	<u>19-Jan</u>	<u>FY 19/20</u> <u>Total to Date</u>	<u>FY 18/19</u> <u>Total to Date</u>
<b><u>CLASSES</u></b>				
Bellydance Class	9	8	60	62
Country & Western Line Dancing	0	0	66	69
Dog Obedience	4	12	4	51
Freestyle Fitness	65	48	462	315
Karate, Okinawan	24	35	168	394
Karate, Tang Soo Do	132	154	964	1088
Kidz Love Soccer	0	0	0	60
Music Appreciation	0	0	0	34
Quilt Fever	43	39	58	135
Tennis	0	0	0	106
Zumba with Carmen	108	9	593	182
Zumba for Kids Ages 7 - 11	0	0	0	14
Zumba Kids Jr. Ages 4 - 10	0	12	111	58
Dance Fusion	64	24	266	54
<b><u>AFFILIATED CLUBS</u></b>				
Tennis Playday	35	63	238	347
White Caps Band	56	56	420	420
	<b>540</b>	<b>460</b>	<b>3410</b>	<b>3389</b>



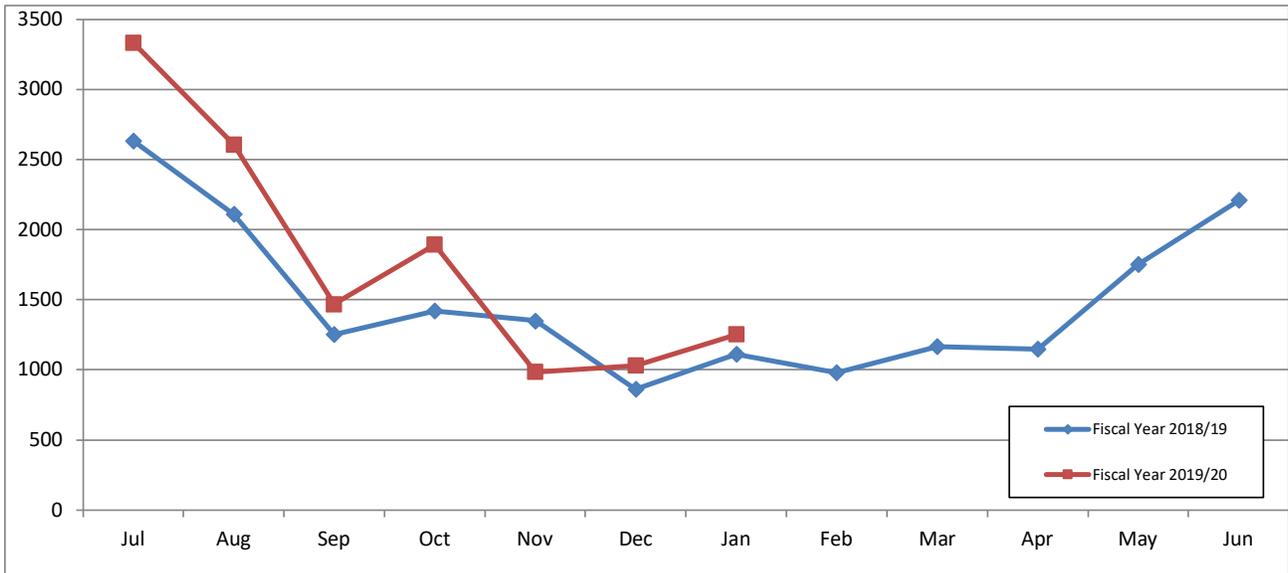
City of Morro Bay  
 Recreation Services Division  
*Recreation Classes & Affiliated Clubs*  
**PARTICIPATION REPORT**  
**February 2019 & February 2020**

<u>Participations</u>	<u>20-Feb</u>	<u>19-Feb</u>	<u>FY 19/20</u> <u>Total to Date</u>	<u>FY 18/19</u> <u>Total to Date</u>
<b><u>CLASSES</u></b>				
Bellydance Class	10	15	70	77
Country & Western Line Dancing	0	0	66	69
Dog Obedience	0	24	4	75
Freestyle Fitness	59	74	521	389
Karate, Okinawan	24	24	192	418
Karate, Tang Soo Do	132	204	1096	1292
Kidz Love Soccer	0	0	0	60
Music Appreciation	0	0	0	34
Quilt Fever	29	26	87	161
Tennis	0	28	0	134
Zumba with Carmen	126	43	719	225
Zumba for Kids Ages 7 - 11	0	0	0	14
Zumba Kids Jr. Ages 4 - 10	0	19	111	77
Dance Fusion	68	51	334	105
<b><u>AFFILIATED CLUBS</u></b>				
Tennis Playday	43	48	281	395
White Caps Band	70	56	490	476
	<b>561</b>	<b>612</b>	<b>3971</b>	<b>4001</b>



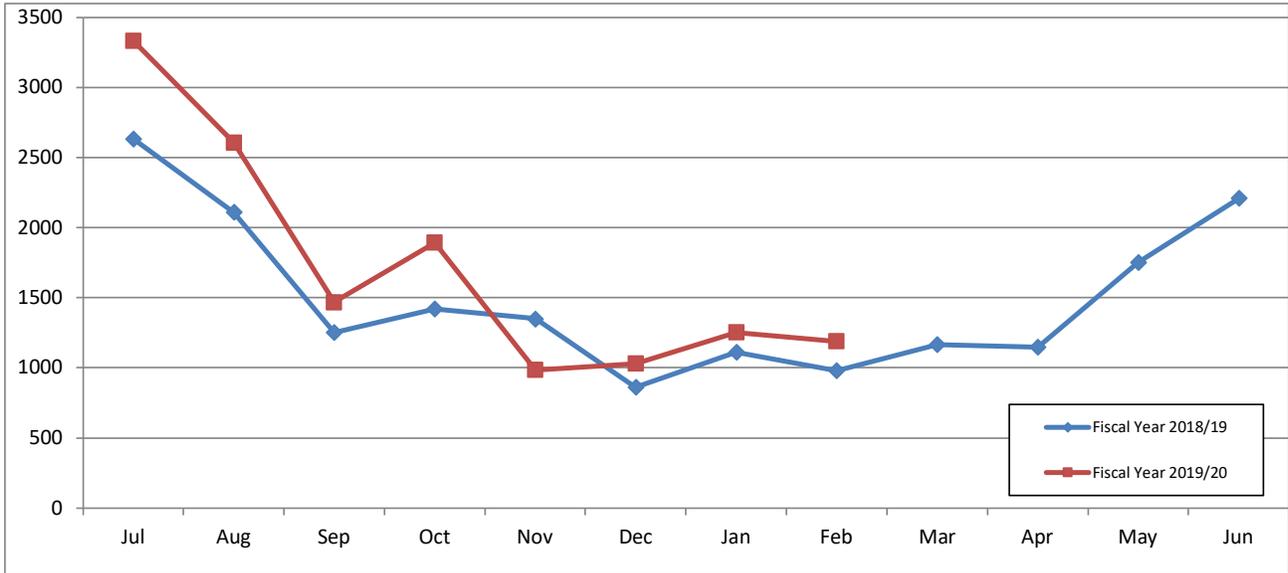
City of Morro Bay  
 Recreation Services Division  
*Aquatic Programs*  
 PARTICIPATION REPORT  
 January 2019 & January 2020

<u>Participations</u>	<u>20-Jan</u>	<u>19-Jan</u>	<u>FY 19/20 Total to Date</u>	<u>FY 18/19 Total to Date</u>
Lap Swim A.M.	339	387	3055	3075
Lap Swim P.M.	801	642	5256	4411
Masters Swim	0	26	26	179
Aqua Zumba	0	0	0	12
Aqua Aerobics	87	30	825	528
Rec Swim	0	0	706	410
Parent & Me Swim Lessons	0	0	26	181
Level 1 Swim Lessons	0	0	842	439
Level 2 - 5 Swim Lessons	0	0	1484	964
Private/Semi Private Lessons	24	27	144	330
Floating Pumpkin Patch	0	0	200	209
	<b>1251</b>	<b>1112</b>	<b>12564</b>	<b>10738</b>



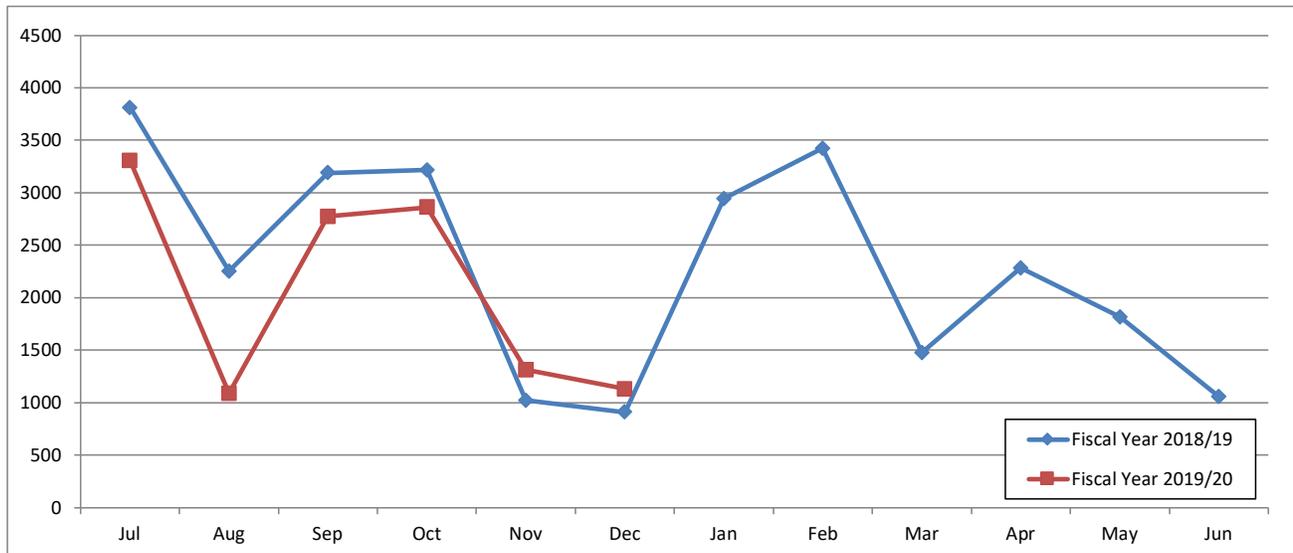
City of Morro Bay  
 Recreation Services Division  
*Aquatic Programs*  
 PARTICIPATION REPORT  
 February 2019 & February 2020

<u>Participations</u>	<u>20-Feb</u>	<u>19-Feb</u>	<u>FY 19/20 Total to Date</u>	<u>FY 18/19 Total to Date</u>
Lap Swim A.M.	282	296	3337	3371
Lap Swim P.M.	788	600	6044	5011
Masters Swim	0	25	26	204
Aqua Zumba	0	0	0	12
Aqua Aerobics	85	41	910	569
Rec Swim	0	0	706	410
Parent & Me Swim Lessons	0	0	26	181
Level 1 Swim Lessons	0	0	842	439
Level 2 - 5 Swim Lessons	0	0	1484	964
Private/Semi Private Lessons	32	18	176	348
Floating Pumpkin Patch	0	0	200	209
	<b>1187</b>	<b>980</b>	<b>13751</b>	<b>11718</b>



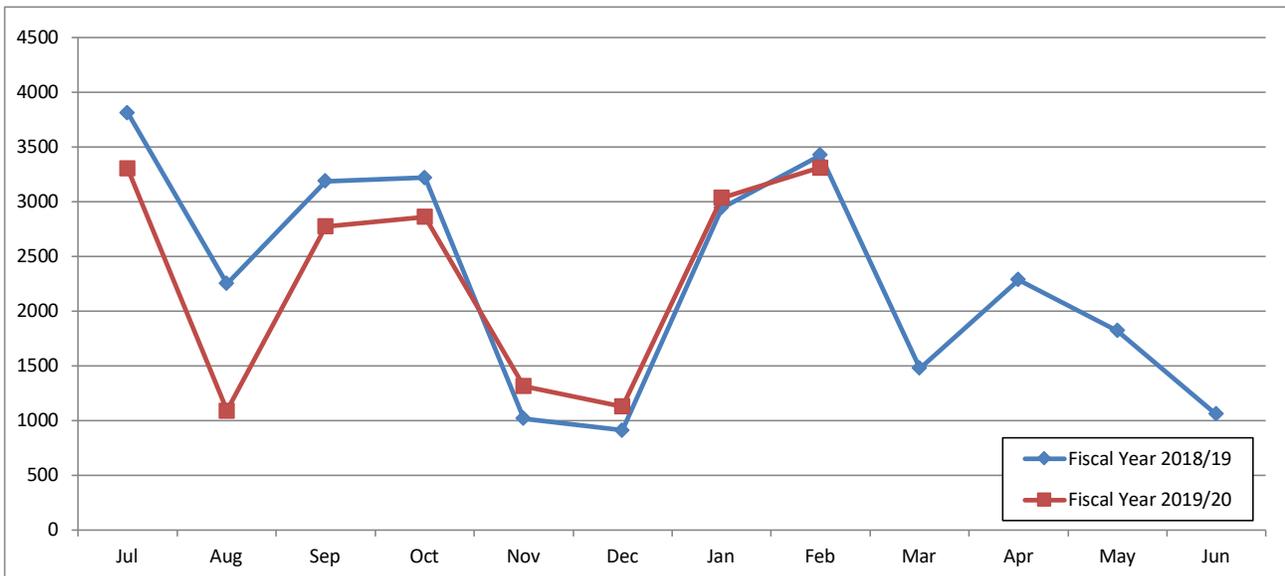
City of Morro Bay  
 Recreation Services Division  
 Youth & Adult Sports  
 PARTICIPATION REPORT  
 January 2019 & January 2020

<u>Participations</u>	<u>20-Jan</u>	<u>19-Jan</u>	<u>FY 19/20</u> <u>Total to Date</u>	<u>FY 18/19</u> <u>Total to Date</u>
Adult Softball	90	0	1680	3450
Coast Girls Softball	0	0	0	0
Coast Summer Slam - Girls Softball Tournament	0	0	0	0
Futsal	0	0	0	0
Youth Basketball	1040	910	1165	910
Youth Soccer	0	0	6579	6285
Labor Day Tournament	0	0	165	195
Rock to Pier Run	0	0	1184	1160
Jr. Lifeguard Beach 1	0	0	900	900
Jr. Lifeguard Beach 2	0	0	800	1500
Jr. Lifeguard Fast Start	0	0	0	0
JG Pool Program	0	0	0	0
	<b>1130</b>	<b>910</b>	<b>12473</b>	<b>14400</b>



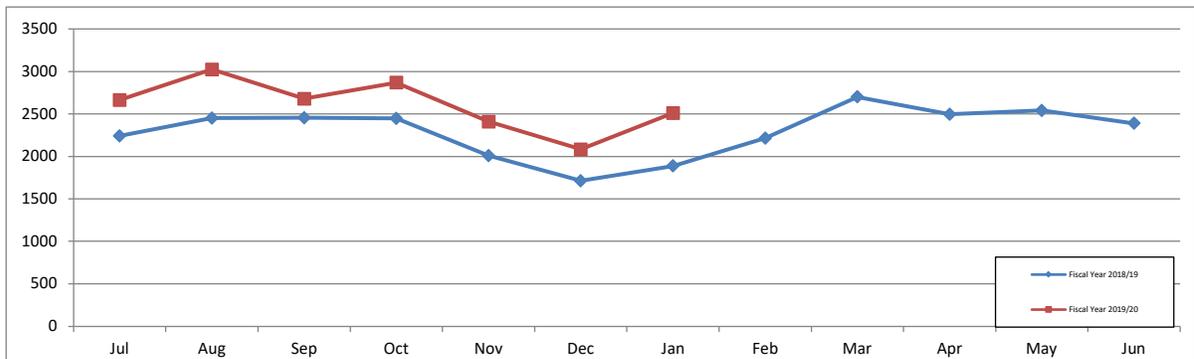
City of Morro Bay  
 Recreation Services Division  
 Youth & Adult Sports  
**PARTICIPATION REPORT**  
**February 2019 & February 2020**

<u>Participations</u>	<u>20-Feb</u>	<u>19-Feb</u>	<u>FY 19/20</u> <u>Total to Date</u>	<u>FY 18/19</u> <u>Total to Date</u>
Adult Softball	0	0	1680	3450
Coast Girls Softball	0	280	0	342
Coast Summer Slam - Girls Softball Tournament	0	0	0	0
Futsal	0	0	0	0
Youth Basketball	3312	3144	7513	6936
Youth Soccer	0	0	6579	6285
Labor Day Tournament	0	0	165	195
Rock to Pier Run	0	0	1184	1160
Jr. Lifeguard Beach 1	0	0	900	900
Jr. Lifeguard Beach 2	0	0	800	1500
Jr. Lifeguard Fast Start	0	0	0	0
JG Pool Program	0	0	0	0
	<b>3312</b>	<b>3424</b>	<b>18821</b>	<b>20768</b>



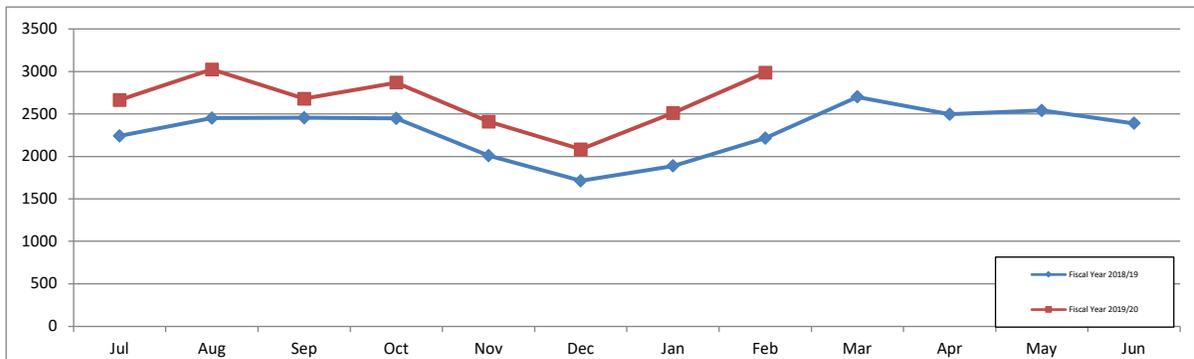
City of Morro Bay  
Recreation Services Division  
Seniors Services  
PARTICIPATION REPORT  
January 2019 & January 2020

<u>Participations</u>	<u>20-Jan</u>	<u>19-Jan</u>	<u>FY 19/20 Total to Date</u>	<u>FY 18/19 Total to Date</u>
<b>Activities</b>				
Billiards	31	51	306	284
Bingo (Activity Began 4/1/19)	88	0	624	304
Bridge Club	12	31	171	122
Chess Club	23	32	181	264
Dinners, Potlucks (Reporting Began 7/1/19)	0	0	56	0
Hand & Foot Cards	37	45	325	281
Mahjong	9	20	144	69
Movie Matinees	8	20	55	58
Ping-Pong & Darts	27	22	138	70
Rummikub (Activity Began 7/1/19)	0	0	73	0
Volunteers	66	35	432	248
Presentations	0	0	88	157
Member Meetings	0	0	355	316
Dominoes (Activity Began 7/1/19)	9	0	81	0
Special Event (Reporting Began 3/1/19)	250	0	474	26
39+ Dance	120	159	760	1090
<b>Support Groups</b>				
Alzheimers (Group Discontinued 9/1/19)	0	2	2	57
Grief	39	40	244	229
Legal Aid	2	4	31	28
CAPSLO	9	14	72	61
HICAP	16	0	81	53
Parkinson's (Reporting Began 8/1/19)	10	0	59	0
RAMS (Reporting Began 1/1/19)	36	25	251	25
<b>Fitness</b>				
ACES	110	159	1254	959
P.A.C.E.	186	201	1257	1556
Thi-Chi	137	75	911	607
Walking Groups	8	7	39	41
Pickleball	1096	683	7092	5840
Bocce Ball	24	16	235	115
<b>Cuesta Classes</b> (Cuesta Classes are subject to schedule changes and/or offered seasonally)				
History	12	9	74	27
Watercolor	21	31	458	508
Mixed Media	10	14	165	346
Mythology	0	4	114	61
Art History	11	28	273	332
Brain Longevity	0	0	50	44
Culinary Arts	0	5	69	53
Senior Laws	0	0	165	0
Fall Preventions	0	21	115	21
Yoga	75	85	822	858
Writing Life Story	28	49	148	93
	<b>2510</b>	<b>1887</b>	<b>18244</b>	<b>15203</b>



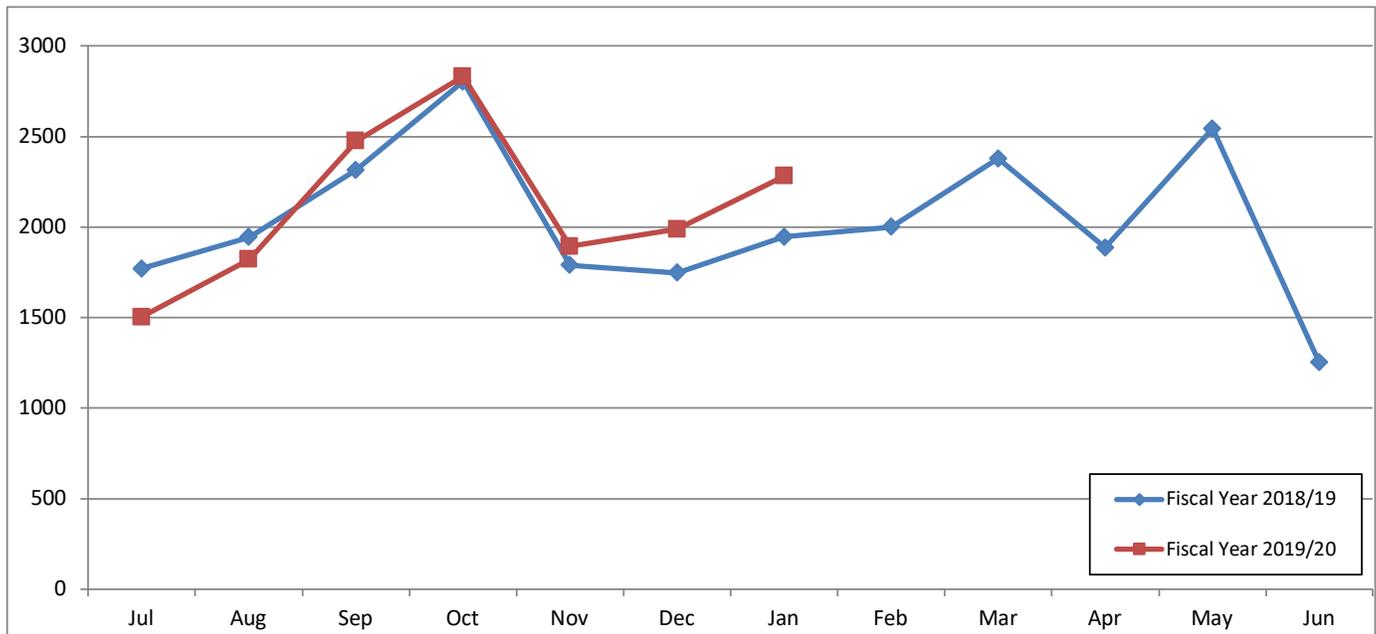
City of Morro Bay  
 Recreation Services Division  
 Seniors Services  
**PARTICIPATION REPORT**  
**February 2019 & February 2020**

<u>Participations</u>	<u>20-Feb</u>	<u>19-Feb</u>	<u>FY 19/20</u> <u>Total to Date</u>	<u>FY 18/19</u> <u>Total to Date</u>
<b>Activities</b>				
Billiards	44	45	350	329
Bingo (Activity Began 4/1/19)	90	0	714	304
Bridge Club	32	32	203	154
Chess Club	20	20	201	284
Dinners, Potlucks (Reporting Began 7/1/19)	0	0	56	0
Hand & Foot Cards	43	36	368	317
Mahjong	12	23	156	92
Movie Matinees	8	16	63	74
Ping-Pong & Darts	30	26	168	96
Rummikub (Activity Began 7/1/19)	0	0	73	0
Volunteers	60	36	492	284
Presentations	0	0	88	157
Member Meetings	74	50	429	366
Dominoes (Activity Began 7/1/19)	15	0	96	0
Special Event (Reporting Began 3/1/19)	25	0	499	26
39+ Dance	121	129	881	1219
<b>Support Groups</b>				
Alzheimers (Group Discontinued 9/1/19)	0	0	2	57
Grief	37	0	281	229
Legal Aid	6	8	37	36
CAPSLO	7	10	79	71
HICAP	14	6	95	59
Parkinson's (Reporting Began 8/1/19)	25	0	84	0
RAMS (Reporting Began 1/1/19)	40	29	291	54
<b>Fitness</b>				
ACES	258	152	1512	1111
P.A.C.E.	265	216	1522	1772
Thi-Chi	171	96	1082	703
Walking Groups	10	5	49	46
Pickleball	1129	817	8221	6657
Bocce Ball	32	8	267	123
<b>Cuesta Classes</b> (Cuesta Classes are subject to schedule changes and/or offered seasonally)				
History	10	10	84	37
Watercolor	75	82	533	590
Mixed Media	45	62	210	408
Mythology	0	30	114	91
Art History	48	0	321	332
Brain Longevity	0	0	50	44
Culinary Arts	0	18	69	71
Senior Laws	0	0	165	0
Fall Preventions	45	40	160	61
Yoga	120	175	942	1033
Writing Life Story	75	37	223	130
	<b>2986</b>	<b>2214</b>	<b>21230</b>	<b>17417</b>



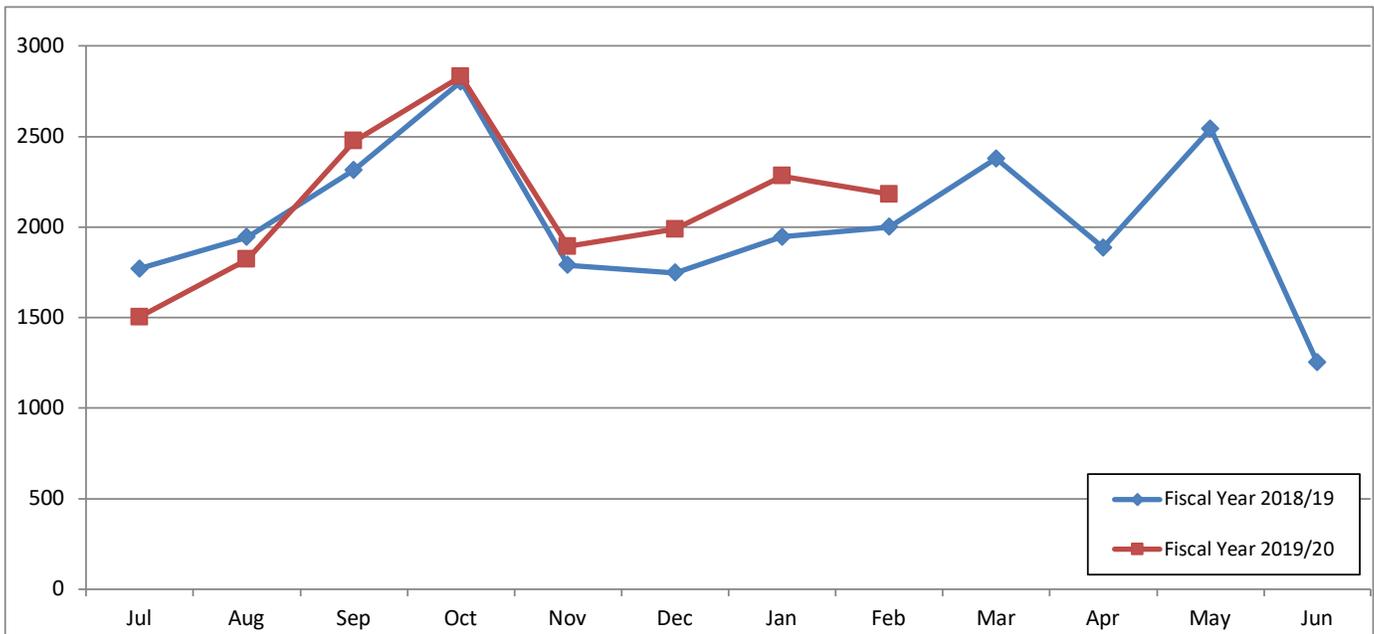
City of Morro Bay  
 Recreation Services Division  
 Youth Services  
 PARTICIPATION REPORT  
 January 2019 & January 2020

<u>Participations</u>	<u>20-Jan</u>	<u>19-Jan</u>	<u>FY 19/20 Total to Date</u>	<u>FY 18/19 Total to Date</u>
Kids' Camp	0	0	1475	1790
Kids' Club Before-School	437	360	2507	2058
Kids' Club Kinder Kids	418	216	1995	1205
Kids' Club After-School	608	576	3570	3380
Kids' Club Drop-in	310	187	1562	995
Teen Center	494	609	3579	4899
Spring Camp/Holiday Hangouts	16	0	114	0
	<b>2283</b>	<b>1948</b>	<b>14802</b>	<b>14327</b>



City of Morro Bay  
 Recreation Services Division  
 Youth Services  
 PARTICIPATION REPORT  
 February 2019 & February 2020

<u>Participations</u>	<u>20-Feb</u>	<u>19-Feb</u>	<u>FY 19/20 Total to Date</u>	<u>FY 18/19 Total to Date</u>
Kids' Camp	0	0	1475	1790
Kids' Club Before-School	396	360	2903	2418
Kids' Club Kinder Kids	378	216	2373	1421
Kids' Club After-School	540	648	4110	4028
Kids' Club Drop-in	308	157	1870	1152
Teen Center	561	621	4140	5520
Spring Camp/Holiday Hangouts	0	0	114	0
	<b>2183</b>	<b>2002</b>	<b>16985</b>	<b>16329</b>





AGENDA NO: C-1

MEETING DATE: September 17, 2020

## STAFF REPORT

**TO:** Recreation and Parks Commission **DATE:** February 26, 2020  
**FROM:** Kirk Carmichael, Recreation Services Manager  
**SUBJECT:** Election of Chair and Vice-Chair 2020

### **RECOMMENDATION:**

It is recommended that elections for the 2020 Chair and Vice-Chair be held.

### **SUMMARY:**

Each year the Commission elects a Chair and Vice-Chair at its first meeting following the appointment of new Commissioners.

### **PROCEDURE:**

1. Chair to open the floor to nominations at which time any Commissioner may make a nomination for the office of Chair.
2. After all nominations for Chair are completed a motion to close nominations is required.  
(*Motion to close nominations, second the motion, declare nominations closed.*)
3. The Chair shall call for a vote.
4. Upon election of the Chair for 2020 that individual shall preside over the remainder of the meeting including election of the Vice-Chair.
5. The elected Chair to open the floor to nominations at which time any Commissioner may make a nomination for the office of Vice-Chair.
6. After all nominations for Vice-Chair are completed a motion to close nominations is required.  
(*Motion to close nominations, second the motion, declare nominations closed.*)
7. The Chair shall call for a vote.

Note: If only one (1) person is nominated to an office and nominations are closed, that nominee is declared the new officer by acclamation.





AGENDA NO: C-2

MEETING DATE: September 17, 2020

## STAFF REPORT

**TO: Recreation and Parks Commission**

**DATE: February 26, 2020**

**FROM: Kirk Carmichael, Recreation Services Manager**

**SUBJECT: Election of Morro Bay Senior Citizens, Inc. Representative for 2020**

### **RECOMMENDATION:**

It is recommended that election for the 2020 representative to the Morro Bay Senior Citizens, Inc. (MBSCI) be held.

### **SUMMARY:**

Each year the Commission elects a representative to be a liaison with MBSCI at its first meeting following the appointment of new Commissioners.

### **PROCEDURE:**

1. Chair to open the floor to nominations at which time any Commissioner may make a nomination for the representative to MBSCI.
2. After all nominations for representative to MBSCI are completed a motion to close nominations is required. (*Motion to close nominations, second the motion, declare nominations closed.*)
3. The Chair shall call for a vote.

Note: If only one (1) person is nominated to an office and nominations are closed, that nominee is declared the new officer by acclamation.





AGENDA NO: C-3

MEETING DATE: September 17, 2020

# STAFF REPORT

**TO: Recreation and Parks Commission**

**DATE: March 5, 2020**

**FROM: Angelica Gallardo, Youth Services**

**SUBJECT: Program Evaluation – Parent’s Night Out**

## **RECOMMENDATION:**

It is recommended the Commission review and accept the program evaluation for file.

## **SUMMARY:**

Parent’s Night Out is an enrichment activity that the staff at Kids’ Club Children’s Center hosts for families. This event is opened to children from 3-12 years old and was held on Saturday February 15<sup>th</sup> from 5:00-9:00pm. Included in the \$20 registration fee (\$15 extra sibling/\$30 Walk In) was a pizza dinner, crafts and games, and a movie, as well as quality childcare by the staff at Kids’ Club Children Center.

## **DISCUSSION:**

There were 19 children who attended this event.

## **MARKETING AND PROMOTIONS:**

Flyers were distributed to all Kids’ Club families and email announcements were sent out to all participating families in current recreation programs. The event was also promoted through 97.3 The Rock and our City Facebook and Instagram page.

## **FISCAL IMPACT:**

**Registration Revenue: \$360.00**

### **Expenses:**

Staffing: (Hourly Rates w/ Benefits)

1 @ \$14.65 x 5.5 hours \$80.57

**Total Staffing \$80.57**

**Food & Activity Supplies \$31.17**

**TOTAL PROGRAM COST: \$111.74**

**NET REVENUE: \$248.26**

**COST RECOVERY: 300%**

**Cost Recovery:**

This program is classified under the Merit Service category, which has a target revenue goal of 70-79% cost recovery of program and support costs.

**PROGRAM RECOMMENDATIONS:**

1. Staff recommends that we continue to offer events like these, possibly every couple of months.
2. Staff promoted at Kids' Club Children's center, all recreation youth sporting events and our Facebook Page, next time we will promote at all local elementary schools' online sites for the upcoming events.
3. This year the event was held on Saturday, staff recommends continuing to hold it on a Saturday due to more flexibility with hours and more attendees due to being a nonwork day.





AGENDA NO: C-4

MEETING DATE: September 17, 2020

## STAFF REPORT

**TO: Recreation and Parks Commission**

**DATE: January 29, 2020**

**FROM: Brady Lock, Senior Programs Coordinator**

**SUBJECT: Program Evaluation – 2020 MBAA 55+ Health and Wellness Faire**

### **RECOMMENDATION:**

It is recommended the Commission review and accept the program evaluation for file.

### **SUMMARY:**

The goal of the event is to offer county residents, ages 55 and older, a day where all their health and wellness questions can be addressed under one setting. Valuable information, health screenings, demonstrations, giveaways, health food, guest speakers, raffles and a \$200 cash attendance raffle. Having fun is the goal for all the participants.

Since we believe this event to be an important and vital event for our community, we expect the Health and Wellness Faire to attract a large crowd. Besides broadcasting to the 800+ members of Morro Bay Active Adults...55+ through the monthly newsletter, the Faire was advertised countywide through local outlets, banner in City Park, flyers, New Times, radio, Next Door, and a last minute email blast to MBAA members.

### **DISCUSSION:**

There were more than 35 exhibitors and approximately 200 attendees at the 3<sup>rd</sup> Annual Health Faire.

### **MARKETING AND PROMOTIONS:**

Full page insert in monthly MBAA newsletter (830 members), flyers were distributed through town, a banner was placed at City Park, promoted weekly on 97.3 The Rock, Morro Bay Nextdoor, New Times, local churches notified and a last minute email blast to MBAA members.

### **FISCAL IMPACT:**

#### **Expenses:**

Food and Supplies	\$546.31
Cash Prize	\$203.00
Staffing (Recreation Services Staff)	<u>\$ 97.14</u>
<b>Total Expenses</b>	<b>\$846.45</b>

**Revenue:**

Vendor Participation Fees	<u>\$300.00</u>
<b>Total Revenue</b>	<b>\$300.00</b>

**TOTAL PROGRAM COST: \$546.45**

**COST RECOVERY: 0%**

**Cost Recovery:**

Morro Bay Active Adults...55+ granted a budget of \$1000 for the event. We came in under budget for the third year. Moving forward, I would like to begin charging more for the exhibitors in order to reach the ultimate goal of completely funding the event.

**PROGRAM RECOMMENDATIONS:**

1. Moving forward, I would like to increase the budget in order to better advertise the event. Paid ads have not proven to work well. Need to find the best way to reach all seniors in the Estero Bay area.
2. More decorations the day of the event creating a festive environment. Perhaps a theme each year.
3. Expand the number of exhibitors to better meet the needs of the attendees.
4. Move food into auditorium to raise awareness.
5. Have local restaurants continue to cater the event, which we did this year.
6. Keep the guest speaker concept, it was a nice addition but get better at announcing each one. Perhaps moving presentations to the Studio or just drop them.
7. Charge all the exhibitors to have a booth.
8. Silent auction or raffle items.
9. Split up the Cash prize to have 4 \$50 drawings through the event.
10. Incorporate tourism and the chamber- make is a "city-sponsored" event. Recreation Services co-sponsored the event this year.
11. Keep the event to positively affect the 200 attendees each year. I believe there would be negative impacts if we make it too much larger than that with current facilities.
12. One exhibitor thought we should have noise-reducing panels put up between tables.
13. Food has been good but perhaps breakfast food (egg burritos, etc.)
14. Good thing this year to bring food out to the vendors.
15. Work on finding an array of vendors and bring in more alternative medicine, herbalist, acupuncture, CBD, podiatrist, chiropractor, etc.





**AGENDA NO: C-5**

**MEETING DATE: September 17, 2020**

## **STAFF REPORT**

**TO: Recreation and Parks Commission**

**DATE: March 6, 2020**

**FROM: Karen Sweeny, Recreation Supervisor  
Katie Tucker, Aquatics Coordinator**

**SUBJECT: Program Evaluation – 2019 Fall Aquatics Programs**

### **RECOMMENDATION:**

It is recommended that the Commission review and accept program evaluation for file.

### **DISCUSSION:**

We were open 4.75 hours a day Monday-Friday and 5 hours on Sunday. Pool Hours were 5:30 am-7:45 am Monday -Friday, 11 am to 1 pm Monday-Friday, and 11am to 4 pm (Sun). To maximize pool use and staff time, multiple programs were occurring at the same time.

Programs offered were lap swim, aqua aerobics-shallow and deep water, recreational swim, private and semi-private lessons. AM and PM lap swim saw 4,618 swimmers this quarter. Aqua Aerobics had 482 participants with shallow and deep water combined and Sunday recreation swim saw 289 participants and was discontinued after the Floating Pumpkin Patch event October 20.

Private and Semi-private swim lessons were offered on Sundays and we had 147 participants. Instructors assisted with the opening procedures but went home after their scheduled lessons if they finished prior to 4 pm.

Due to lack of participation, we discontinued Master's Swimming.

### **FISCAL IMPACT:**

#### **Expenses**

Pool Rental	\$ 11,785
Staff	\$ 27,711
<b>Total Expenses</b>	<b>\$ 39,496</b>

**Revenue**

Private/Semiprivate		\$2,330
Drop in/Passes		<u>\$19,207</u>
<b>Total Revenue</b>		<b>\$21,277</b>
Net loss		<\$18,219>
Cost Recovery	54%	

This program is a merit service program and has a target revenue goal of 70-79%. We did not meet our target revenue goal this quarter.

**CONCLUSION:**

For the winter season we will be decreasing am lap swim from 5 days a week to 3 days a week due to lower numbers of participants on Tuesday and Thursday. This will reduce our costs by \$350 a week. (pool and staff time) or \$5,600 for the quarter.

Sunday recreation swim was poorly attended. Recommendation for the future - offer Recreational Swim only during the summer and special occasions (Halloween, Easter)

We will research other programming to supplement lap swim and aqua aerobics during our available hours.





AGENDA NO: C-6

MEETING DATE: September 17, 2020

# STAFF REPORT

**TO: Recreation and Parks Commission**

**DATE: September 9, 2020**

**FROM: Kirk Carmichael, Recreation Services Manager**

**SUBJECT: Update on Prop 68 - Per Capita Program**

**RECOMMENDATION:**

It is recommended the Commission review and accept the report for file.

**BACKGROUND, DISCUSSION & CONCLUSION:**

Recreation Services Manager will be presenting an oral update of recent activities, if any. This is a standing staff report agenda item.



AGENDA NO: C-7

MEETING DATE: September 17, 2020

# Staff Report

**TO:** Recreation and Parks Commission      **DATE:** September 8, 2020

**FROM:** Charlee Lowe, Account Clerk I

**SUBJECT:** Program Evaluation – 2020 Virtual Brian Waterbury  
Memorial Rock to Pier Run 10K

## **RECOMMENDATION:**

It is recommended that the Commission review and accept this program evaluation for file.

**FISCAL IMPACT:** This program is classified under the Enterprise Service category, which has a target revenue goal of 100% cost recovery of program and support costs.

## **Program Expenses:**

Staffing: (hourly with employer paid benefits)	
Recreation Services Manager (\$50.34/hr x 10hrs)	\$503.40
Recreation Supervisor (\$49.24/hr x 40hrs)	\$1969.60
Account Clerk I (\$35.83/hr x 18 hrs)	\$644.94
T-shirts	\$1,884.55
Mailer Pouches	\$287.01
Postage for shipping	\$1,400.00
<b>Total Expenses:</b>	<b>\$6,689.50</b>

## **Revenue:**

Registration:	\$ 8,493.00
Donation:	\$ 80.00
<b>Total Revenue</b>	<b>\$8,573.00</b>

**Net Revenue:** \$1,883.50  
**Cost Recovery:** 128%

## **SUMMARY:**

The 2020 Brian Waterbury Memorial Rock to Pier Run changed in light of the COVID-19 Pandemic. This event was offered virtually during the month of July. This allowed participants to run where and when they wished. Registration opened in May and closed in July. We had 233 participants this year, all of which received a shirt along with donated chocolate chip Cliff bars.

**BACKGROUND:**

The Brian Waterbury Memorial Rock to Pier Run was started in 1970 by Brian Waterbury and Terry Record with 35 runners. The event was in response to a desire to continue competing in running events following their college days. This event was organized by Brian and the future San Luis Distance Club. The San Luis Distance Club ran the event until 1986 and when it became too popular the City of Morro Bay took the reins.

In 2003, Brian Waterbury died following a battle with melanoma. At that time, the event was renamed for Brian Waterbury. In 2012, the Rock'n Around the Pier Half Marathon was added to the event. The Half Marathon is part of the California Half and Full Marathon Series. In the wake of the 2020 COVID-19 pandemic, the 10k race was offered virtually.

**DISCUSSION:**

The Virtual 2020 Brian Waterbury Rock to Pier Run was open to participants of all ages and abilities. This allowed participants to run where and when they wanted during the month of July to complete the run. T-Shirts this year were designed and printed by 3ink Screenprinting, which has continued to support our event.

Participants were able to purchase additional “grab bag shirts” which were from previous years. The running wind shirts from last years’ event were also offered for sale.

**CONCLUSION:**

This event is a signature event for our community with a rich history of over 50 years. This event is recommended to continue either in person or virtually.





AGENDA NO: C-8

MEETING DATE: September 17, 2020

## Staff Report

**TO:** Recreation and Parks Commission      **DATE:** September 9, 2020

**FROM:** Charlee Lowe, Account Clerk I

**SUBJECT:** Recreation Services Division and the COVID-19 Pandemic

### **RECOMMENDATION:**

It is recommended that the Commission review and accept this staff report for file.

### **SUMMARY:**

As of March 16, 2020, all City facilities were closed to the public. Resulting from this executive order, all classes, activities, sports, aquatics, and events have been cancelled. Some of the City sponsored programs that were unable to take place included all sports (girls and adult softball, futsal, Labor Day Softball Classic and youth soccer), Kids Camp/Club, and events (Floating Easter Egg Hunt; Mermaid, Pirate & Sea Creatures Too Parade; Senior Open House; and, 4<sup>th</sup> of July Family Fun Day).

With the requirement of diligent research, some childcare, activities, and aquatic opportunities presented themselves. The first program that was able to launch was the Emergency Childcare for Essential workers, followed by Junior Guards, and finally we added Aquatic programming.

### **BACKGROUND:**

On March 11, 2020, the Director-General for the World Health Organization declared that COVID-19 can be characterized as a “pandemic.” As a result, March 13, 2020 the President of the United States declared that the outbreak of COVID-19 in the United States constituted a national emergency.

Additionally, March 14, 2020 the Morro Bay Director of Emergency Services (i.e., City Manager, pursuant to MBMC 8.08.050A) proclaimed a declaration of the existence of a local emergency within the City of Morro Bay due to the threat posed to the City from COVID-19.

Furthermore, March 18, 2020 the San Luis Obispo County Emergency Services Director further issued a Countywide Shelter at Home Order and Regulation No. 4 for the County of San Luis Obispo that took effect of Thursday, March 19, 2020.

Subsequently, all City buildings including the Community Center and Senior Center have been closed to the public since March 16, 2020 until further notice.

## **DISCUSSION:**

The closure of City buildings to the public changed the course of our daily duties overnight. The financial downturn that resulted from the pandemic has led to pay cuts, demotions, and 70+ personnel layoffs in Recreation Services alone. Not having to tend to classes, activities, building access and childcare made our office proactive in researching what would be available in assistance to our community

In March, the City announced the launch of the Morro Bay Cares program to help those in greatest need who live in the Estero Bay community. Recreation Services was the hotline for this service. Staff assisted folks by working with Meals on Wheels, Del Mar Elementary food distributions, and the City's VOAD group who focused on basic needs such as groceries, medications, and other necessities. At the launch of the program, residents Marty and Roni Lomeli headed up the coordination of grocery lists with shoppers and medication distributions. The program later transitioned to city staff for grocery coordination and Rotary for medication pick-ups/deliveries.

In June, after 3 months of coordination, the program shifted into Morro Bay Connects. This program connected local volunteers with the few that were still in need. As the program shifted from Cares to Connects all of those that participated in the program received a care package that included a personal protective equipment (PPE) items such as gloves and masks. The bag also included a resource page that included but were not limited to local resources such as Los Osos Cares, Community Resource Center and Morro Bay Fire's R.U.O.K for wellness checks only. These items were distributed to promote our public to get out in the new norm in a safe, healthy manner.

As our essential workers continued to provide services through the pandemic, childcare was still a necessity. Primarily offered to essential workers, and as businesses started to open back up, childcare opened for those non-essential workers as well. This program morphed into Summer C.A.R.E as an enrichment program for children. Stringent cleaning, hand washing, temperature checks, and screening upon arrival were some of County Health requirements. These healthy habits ensure safety and good health for the children and staff. Due to the success of the program, these guidelines paved the way for subsequent activities such as Junior Guards and Aquatics.

## **CONCLUSION:**

Recreation Services has seen a significant amount of change in the department in the wake of the COVID-19 Pandemic. This has shown resilience, adaptability, and the fortitude to move forward and offering programming that builds strength within our community.

## **ATTACHEMENTS:**

Urgency Ordinance No. 631 and Adopting City of Morro Bay Regulation No.1 (COVID-19)



**(UNCODIFIED) URGENCY ORDINANCE NO. 631**

**AN UNCODIFIED URGENCY ORDINANCE  
OF THE CITY COUNCIL OF THE CITY OF MORRO BAY, CALIFORNIA,  
CONFIRMING AND ADOPTING CITY OF MORRO BAY REGULATION NO. 1  
(COVID-19), AS PROMULGATED ON MARCH 30, 2020 BY THE DIRECTOR OF  
EMERGENCY SERVICES OF THE CITY OF MORRO BAY, IN THE COUNTY OF  
SAN LUIS OBISPO, STATE OF CALIFORNIA, PURSUANT TO THE EXISTENCE OF  
A LOCAL STATE OF EMERGENCY WITHIN THE CITY OF MORRO BAY (COVID-  
19), PROVIDING STATE AND COUNTY ORDERS, APPLICABLE WITHIN THE  
JURISDICTION OF THE CITY OF MORRO BAY, AND ISSUED IN RESPONSE TO  
COVID-19, AS BEING EXPRESSLY ENFORCEABLE BY CITY AUTHORITIES  
THROUGH ALL ENFORCEMENT PROVISIONS WITHIN THE MORRO BAY  
MUNICIPAL CODE, AND SUBJECT TO ONE THOUSAND DOLLAR FINES**

**THE CITY COUNCIL  
City of Morro Bay, California**

**WHEREAS**, in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19) was first identified in Wuhan City, Hubei Province, China; and,

**WHEREAS**, COVID-19 is a respiratory disease that may result in serious illness or death and is easily transmissible from person to person, and according to the federal Centers for Disease Control and Prevention (“CDC”) as of March 29, 2020 there are over 120,000 confirmed cases of COVID-19 in the United States and over 2,100 deaths due to COVID-19 in the United States; and

**WHEREAS**, on March 4, 2020, the Governor declared the existence of a state of emergency in the State of California due to the threat posed by COVID-19; and

**WHEREAS**, on March 11, 2020, the Director-General for the World Health Organization declared that COVID-19 can be characterized as a “pandemic”; and

**WHEREAS**, on March 13, 2020, the President of the United States declared that the outbreak of COVID-19 in the United States constitutes a national emergency; and

**WHEREAS**, on March 14, 2020, the Morro Bay Director of Emergency Services (“Director”) (i.e., the City Manager, pursuant to Morro Bay Municipal Code (“MBMC”) § 8.08.050(A)) proclaimed a declaration of the existence of a local emergency within the City of Morro Bay (“City”) due to the threat posed to the City from COVID-19, pursuant to Government Code § 8630 and Chapter 8.08 of the MBMC; and

**WHEREAS**, on March 14, 2020, the Governor issued Executive Order N-25-20, (attached hereto and incorporated by reference as Exhibit No. 1), which ordered that “[a]ll residents are to heed any orders and guidance of state and local public health officials, including, but not limited to the imposition of social distancing measures, to control the spread of COVID-19”; and

**WHEREAS**, on March 18, 2020, the San Luis Obispo County Emergency Services Director further issued a Countywide Shelter at Home Order and Regulation No. 4 for the County of San Luis Obispo (“County”) that took effect on Thursday, March 19, 2020 at 5:00 pm. (attached hereto and incorporated by reference as Exhibit No. 2), and that was further amended and ratified by the County Health Officer on March 21, 2020 (attached hereto and incorporated by reference as Exhibit No. 3); and

**WHEREAS**, on March 19, 2020, the Morro Bay City Council through Resolution No. 23-20 proclaimed and affirmed the existence of a local emergency, and confirmed and ratified the proclamation by the Director of the existence of a local emergency in response to COVID-19; and

**WHEREAS**, on March 19, 2020, the Governor issued Executive Order N-33-20, (attached hereto and incorporated by reference as Exhibit No. 4), including the Order of the State Public Health Officer mandating all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors, as outlined at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>; and

**WHEREAS**, the Governor, the State Public Health Officer, the San Luis Obispo County Emergency Services Director, and the San Luis Obispo County Health Officer have promulgated and issued, and will reasonably continue to promulgate and issue, various orders, rules and regulations concerning the COVID-19 state of emergency that are applicable within the jurisdiction of the City of Morro Bay (“Orders”), pursuant to State and County law, including but not limited to the California Emergency Services Act (Gov. Code §§ 8550, *et seq.*) and the California Public Health & Safety Code; and

**WHEREAS**, in a short period of time, COVID-19 has rapidly spread throughout California, the County of San Luis Obispo, and the City of Morro Bay, necessitating stringent public health emergency orders as well as guidance from federal, state and local authorities; and

**WHEREAS**, the COVID-19 pandemic continues to spread rapidly within California, the County of San Luis Obispo, and the City of Morro Bay, continues to present an immediate and significant risk to public health and safety, and can result in serious illness or death, especially to vulnerable populations, including the elderly and those with underlying health conditions; and

**WHEREAS**, heightened levels of public health and safety planning and preparedness have been necessitated in preparation for and response to confirmed cases of COVID-19 in the County of San Luis Obispo, and rapid response not lending itself to otherwise applicable notice and approval timelines has been and will be necessary to respond to the rapidly evolving pandemic and

to mitigate against the spread of COVID-19 and its resulting public health and safety impacts; and

**WHEREAS**, in the absence of such actions, County wide health services may become overwhelmed and unable to keep up with medical demand for care and availability of hospital or care facility capacity; and

**WHEREAS**, the health, safety and welfare of City of Morro Bay (“City”) residents, businesses, visitors and staff are of utmost importance to the City; and

**WHEREAS**, as necessary for public health and safety, the City desires express authority for City enforcement of the Orders (applicable as a matter of law within the jurisdiction of the City), using City law, including but not limited to through application of Chapter 1.03 (Administrative Citation Program) with administrative fines to be levied in the amount of \$1,000 per violation, and Chapter 1.16 (General Penalty) of the MBMC which provides for enforcement of violations as infractions and/or misdemeanors; and

**WHEREAS**, Government Code § 8634 provides in part: “During a local emergency the governing body of a political subdivision, or officials designated thereby, may promulgate orders and regulations necessary to provide for the protection of life and property, including orders or regulations imposing a curfew within designated boundaries where necessary to preserve the public order and safety. Such orders and regulations and amendments and rescissions thereof shall be in writing and shall be given widespread publicity and notice.”; and

**WHEREAS**, MBMC § 8.08.060(A)6(a) provides in part: “In the event of the proclamation of a ‘local emergency’ as provided in this section... the director is empowered... [t]o make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the city council”; and

**WHEREAS**, On March 30, 2020, after consideration of all facts reasonably available presently for review and all items, the Director of Emergency Services promulgated Regulation No. 1 (COVID-19) to expressly provide State and County Orders issued, and to be issued, in response to COVID-19, to the extent they apply within the jurisdiction of the City, are applicable and enforceable within City jurisdiction pursuant to the authority provided to City authorities under the MBMC; and

**WHEREAS**, the City Council desires to confirm Regulation No. 1 (COVID-19), as promulgated by the Director of Emergency Services on March 30, 2020, through passage of Regulation No. 1 (COVID-19) as an uncodified ordinance, so as to expressly provide State and County Orders issued, and to be issued, in response to COVID-19, to the extent they apply within the jurisdiction of the City, are applicable and enforceable within City jurisdiction pursuant to the authority provided to City authorities under the MBMC, and administrative fines may be levied daily against violators in the amount of \$1,000 per violation.

**THE CITY COUNCIL OF THE CITY OF MORRO BAY, CALIFORNIA DOES HEREBY FIND AND ORDAIN AS FOLLOWS:**

1. **Recitals.** The above recitals are true and correct and incorporated herein by this reference. The recitals, included in support of federal, State and County actions referenced herein, are adopted as though set forth fully herein as findings in support of this uncodified urgency ordinance.
2. **Governor's Executive Orders.** All directives included in present and subsequent state of emergency Executive Orders concerning the COVID-19 pandemic issued by the Governor of the State of California, which are applicable as a function of law within the jurisdiction of the City of Morro Bay, including, but not limited to:
  - Executive Order N-33-20 which orders all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors, and
  - Executive Order N-25-20 which orders all resident to heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19

are hereby expressly:

- a. acknowledged and declared to be requirements of the MBMC, and
  - b. adopted by reference into the MBMC, and
  - c. enforceable within the City of Morro Bay pursuant to both the provisions of Chapter 1.03 (Administrative Citation Program) and the provisions of Chapter 1.16 (General Penalty) of the MBMC.
3. **County Orders.** All directives included in present and subsequent Orders concerning the COVID-19 pandemic issued by the San Luis Obispo County Emergency Services Director, the San Luis Obispo County Health Officer, or the San Luis Obispo County Board of Supervisors, which are applicable as a function of law within the jurisdiction of the City of Morro Bay, including, but not limited to:
    - Countywide Shelter at Home Order and Regulation No. 4 for the County of San Luis Obispo, issued by the San Luis Obispo County Emergency Services Director, and as further amended and ratified by the San Luis Obispo County Health Officer,

are hereby expressly:

- a. acknowledged and declared to be requirements of the MBMC, and
  - b. adopted by reference into the MBMC, and
  - c. enforceable within the City of Morro Bay pursuant to both the provisions of Chapter 1.03 (Administrative Citation Program) and the provisions of Chapter 1.16 (General Penalty) of the MBMC.
4. **One Thousand Dollar Fines.** The amount of the fine for any and all violations (starting with the first violation) of above Sections 2 and 3, pursuant to MBMC § 1.03.050 (Administrative fines), shall be one thousand dollars (\$1,000), notwithstanding provisions for any fine amounts to the contrary. Each and every day a violation exists may constitute a separate and distinct offense. A late payment charge of 10% of the applicable fine shall be imposed for payment after the due date of thirty calendar days from the date of the administrative citation pursuant to MBMC § 1.03.060.
  5. **Conflict.** Should the directives referenced in above Sections 2 and 3 conflict in any manner, the stricter directive shall apply, unless expressly acknowledged otherwise by both the Governor and the County, or unless as an operation of law.
  6. **Severability.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions thereof may be declared invalid or unconstitutional.
  7. **Urgency.** Based on the foregoing recitals, including the recitals in support of federal, State and County actions referenced herein, and all facts of record stated before the City Council, the City Council finds and determines that the immediate preservation of the public peace, health and safety requires that this ordinance be enacted as an urgency ordinance pursuant to Government Code Section 36937(b), and take effect immediately upon adoption.
  8. **Effective Date.** This ordinance is hereby declared to be an urgency measure and shall become effective immediately upon adoption by at least a four-fifths (4/5) vote of the City Council pursuant to Government Code section 36937(b).
  9. **Termination.** This ordinance shall remain in effect until repealed by action of the City Council, or until the state of local emergency in the City concludes, whichever occurs earlier.

10. **Publication.** The City Clerk shall certify as to the passage and adoption of this urgency ordinance, and shall cause the same to be posted at the designated locations in the City of Morro Bay and/or be published and promulgated in as widespread a manner as is reasonably feasible under the conditions prevailing during this local emergency.

**PASSED AND ADOPTED** on the 1st day of April 2020.



\_\_\_\_\_  
JOHN HEADING, Mayor

ATTEST:



\_\_\_\_\_  
DANA SWANSON, City Clerk

APPROVED AS TO FORM:



\_\_\_\_\_  
CHRIS F. NEUMEYER, City Attorney

STATE OF CALIFORNIA            )  
COUNTY OF SAN LUIS OBISPO   )  
CITY OF MORRO BAY            )

I, Dana Swanson, CITY CLERK OF THE CITY OF MORRO BAY, DO HEREBY CERTIFY that the foregoing Ordinance Number 631 was duly adopted by the City Council of the City of Morro Bay at a special meeting of said Council on the 1st day of April 2020, and that it was so adopted by the following vote:

AYES:            Headding, Addis, Davis, Heller, McPherson  
NOES:            None  
ABSENT:         None

  
\_\_\_\_\_  
City Clerk, Dana Swanson

