



CITY OF MORRO BAY RECREATION AND PARKS COMMISSION A G E N D A

*The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life.
The City shall be committed to this purpose and will provide a level of municipal service and safety
consistent with and responsive to the needs of the public.*

**Regular Meeting - Thursday, January 15, 2015
Veteran's Memorial Building - 5:30 P.M.
209 Surf Street, Morro Bay, CA**

Chairperson Drew Sidaris

Vice-Chairperson Tom Coxwell
Karen Croley
Al Romero

John Bates
Aaron Ochs
Bob Swain

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

ANNOUNCEMENTS/PRESENTATIONS

Adopt-A-Park Presentations

Bayshore Bluffs – Eco Rotary Club of Morro Bay

Harbor Walk Entrance – Morro Bay Garden Club

PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Commission on City business matters other than scheduled items may do so at this time. To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chair, please come forward to the podium and state your name and address for the record. Commission meetings are audio and video recorded and this information is voluntary and desired for the preparation of minutes.
- Comments are to be limited to three minutes.
- All remarks shall be addressed to the Commission, as a whole, and not to any individual member thereof.
- The Commission respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commission and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Commission to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Your participation in Commission meetings is welcome and your courtesy will be appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Recreation and Parks' Administrative Technician at (805) 772-6280. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CONSENT CALENDAR

A-1 Approval of Minutes from Recreation and Parks Commission meeting held on November 20, 2014.

Staff Recommendation: Approve minutes.

A-2 Correspondence/Citizen's Reports
None

A-3 Participation Reports

- Youth and Senior Services November & December 2014
- Recreation Classes and Affiliated Clubs November & December 2014
- Youth and Adult Sports November & December 2014
- Facilities and Parks November & December 2014

Staff Recommendation: Receive and file.

A-4 Department Program/Project Status Report

Staff Recommendation: Receive and file.

A-5 Solar Energy Report

Staff Recommendation: Receive and file.

B. PUBLIC HEARINGS

B-1 Review and discussion of the Work Program for Fiscal Year 2015/16.

Staff Recommendation: Discuss and make recommendations to forward to City Council.

C. UNFINISHED BUSINESS

C-1 None

D. NEW BUSINESS

D-1 Program Evaluations: Holiday Tree Lighting 2014

Staff Recommendation: Receive and file.

D-2 Tidelands Play Structure

Staff Recommendation: Discuss and make recommendations.

D-3 Election of Chair and Vice-Chair for 2014

Staff Recommendation: Elect Chair and Vice-Chair for 2015

D-4 Election of Commission Representatives for 2015

Staff Recommendation: Elect Commission Representatives for 2015

E. FUTURE AGENDA ITEMS

F. ADJOURNMENT

Adjourn to a regular meeting scheduled at the Veteran's Memorial Building, 209 Surf Street, on March 19, 2015 at 5:30 P.M.

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 the department at 772-6280 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours at the Recreation and Parks Department and at Mill's/ASAP, 495 Morro Bay Boulevard, or online at www.morro-bay.ca.us/rpc. Materials related to an item on this Agenda submitted to the Commission after publication of the Agenda packet are available for inspection at the Recreation and Parks Department during normal business hours or at the scheduled meeting.

MINUTES – MORRO BAY RECREATION AND PARKS COMMISSION

REGULAR MEETING – November 20, 2014
VETERANS MEMORIAL BUILDING – 5:30 P.M.

CALL TO ORDER: Chair Sidaris called the meeting to order at 5:30 p.m.

ROLL CALL: PRESENT: Chair Sidaris, Commissioner Coxwell, Commissioner Romero, Commissioner Croley, Commissioner Ochs, Staff Woods and Staff Sweeney. ABSENT: Commissioners Bates and Swain.

MOMENT OF SILENCE

MOTION: Commissioner Coxwell moved to advance item D-1 to the beginning of the agenda. The motion was seconded by Commissioner Croley and carried.
(5-0)

PRESENTATIONS

Staff Woods presented members of the Teen Action Club (TAC) with a Certificate of Appreciation for their volunteer efforts at Lila Keiser Park. Edward Gallardo, Recreation & Parks Department Teen Coordinator, gave an overview of TAC and their volunteer work at Lila Keiser Park and at special events throughout the City.

ANNOUNCEMENTS

Commissioner Croley announced that the City will be hosting the Holiday Tree Lighting on Saturday, December 6th at 4:30 PM at City Park.

Commissioner Coxwell announced that MB High School will be having their Winter Concert at the PAC on December 17th.

PUBLIC COMMENT

Chair Sidaris opened Public Comment.

Nancy Castle announced there will be a Thanksgiving Dinner held at the Community Center on Thanksgiving Day from 1 – 3 PM. The event is put on by the Rotary Club of Morro Bay, the Police Officers' Association and various community volunteers.

Chair Sidaris closed Public Comment.

D. NEW BUSINESS

D-1 PROGRAM EVALUATIONS: KIDS' CLUB 2013/14, KIDS' CAMP 2014, TEEN ACTION CLUB 2013/14, 2014 MIDDLE SCHOOL GIRLS VOLLEYBALL, 2014 MIDDLE SCHOOL CROSS COUNTRY, 2014 YOUTH FUTSAL, 2014 YOUTH T-BALL/COACH PITCH, 2014 SPRING ADULT SOFTBALL, 2014 LABOR DAY CLASSIC.

RECOMMENDATION: Receive and file.

Karen Sweeny, Recreation & Parks Sports Supervisor, presented program evaluations for 2014 Youth T-Ball/Coach Pitch, 2014 Youth Futsal, 2014 Middle School Cross Country, 2014 Middle School Girls Volleyball, 2014 Spring Adult Softball, 2014 Labor Day Classic.

Commissioner Coxwell commented that the Middle School sports we offer carry over into high school with high school athletes benefiting from our programs.

Staff Woods presented program evaluations for Kids' Club 2013/14, Kids' Camp 2014 and Teen Action Club 2013/14.

MOTION: Commissioner Croley moved to receive item D-1 for file. Seconded by Commissioner Ochs and carried. (5-0)

A. CONSENT CALENDAR

Unless an item is pulled for separate action by the Commission, the following items are approved without discussion.

A-1 APPROVAL OF MINUTES FROM THE OCTOBER 18, 2014 MEETING

RECOMMENDATION: Approve as submitted.

A-2 CITIZEN'S REPORTS AND CORRESPONDENCE

RECOMMENDATION: Approve as submitted.

A-3 YOUTH AND SENIOR SERVICES SUMMARY FOR SEPTEMBER AND OCTOBER 2014
RECREATION CLASSES AND AFFILIATED CLUBS SUMMARY FOR SEPTEMBER AND OCTOBER 2014
YOUTH AND ADULT SPORTS SUMMARY SEPTEMBER AND OCTOBER 2014
FACILITIES AND PARKS USE SUMMARY FOR SEPTEMBER AND OCTOBER 2014

RECOMMENDATION: Approve as submitted.

A-5 SOLAR ENERGY REPORT

RECOMMENDATION: Approve as submitted.

MOTION: Commissioner Croley moved that the Commission accept Consent Calendar items A-1, A-3, and A-5 for file and pull A-2 and A-4 for further review. The motion was seconded by Commissioner Romero and carried. (5-0)

A-2 CITIZEN'S REPORTS AND CORRESPONDENCE

RECOMMENDATION: Approve as submitted.

Commissioner Croley asked for some clarification on correspondence received from the MB Bike Committee. She asked about the multi-use trail across Morro Road (MB Cayucos Connector gap closure) where specifically the flashing cross over will be located and an update on the Bike Park.

Staff Woods stated that the flashing cross over will be at Old Creek Road and gave a status update on the Bike Park.

MOTION: Commissioner Croley moved to accept A-2 for file. The motion was seconded by Commissioner Romero and carried. (5-0)

A-4 RECREATION AND PARKS DEPARTMENT STATUS REPORT

Staff Woods summarized the Department Program/Project Status Report highlighting the Tidelands Park play structure.

MOTION: Commissioner Romero moved to accept Consent Calendar Item A-4 for file. The motion was seconded by Commissioner Croley and carried. (5-0)

Staff Woods announced that the SLOCAPRA Commissioners Workshop is scheduled for March 7, 2015 at a winery in Paso Robles. More information will be available in January.

B. PUBLIC HEARINGS

NONE

C. UNFINISHED BUSINESS

C-1 STATUS REVIEW OF THE WORK PROGRAM FOR FISCAL YEAR 2014/15

RECOMMENDATION: Review and prepare for January 2015 revisions.

Staff Woods reviewed the 2014/15 Work Program noting items that have been completed or updated. Staff Woods announced that a draft of the 2015/16 Work Program will be presented at the January RPC meeting for Commissioners' review and input.

MOTION: Commissioner Coxwell moved to accept the Work Program 2014/15 update for file. Seconded by Commissioner Romero and carried. (5-0)

D. FUTURE AGENDA ITEMS

NONE

F. ADJOURNMENT

Meeting adjourned at 7:30 p.m.

Respectfully submitted,



Celeste English
Administrative Technician



AGENDA NO: A-2

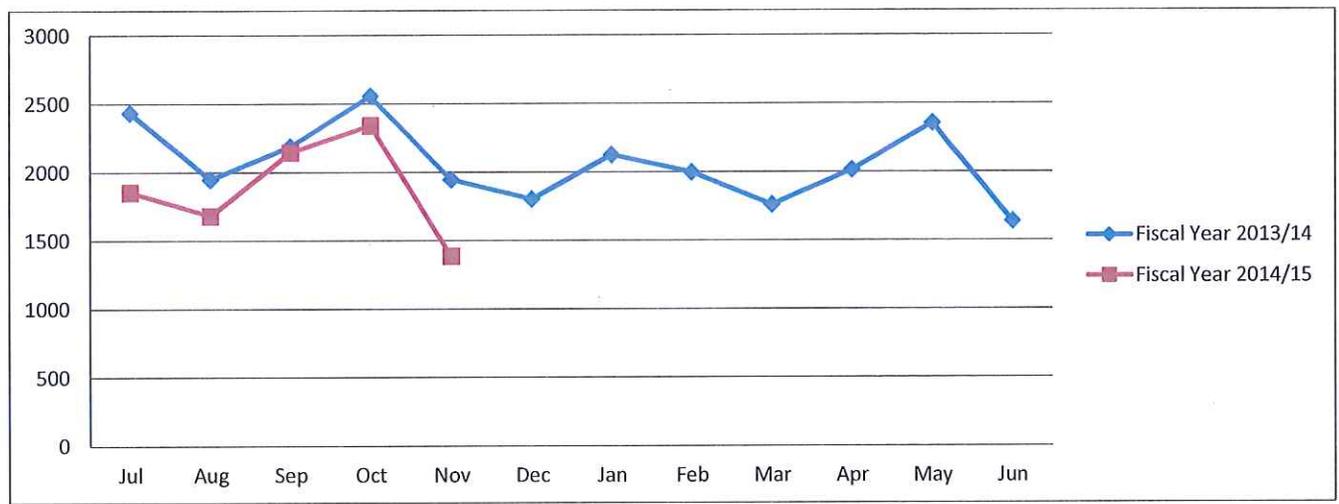
Meeting Date: January 15, 2015

CORRESPONDENCE

NONE

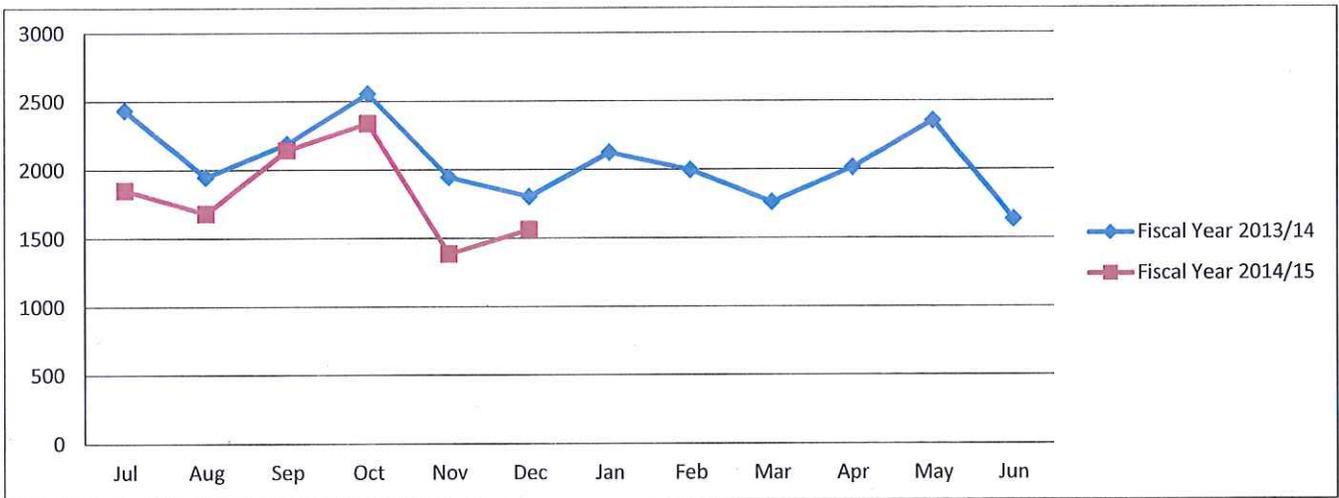
City of Morro Bay
 Recreation and Parks Department
 Youth Services
 PARTICIPATION REPORT
 November 2014

<u>Participations</u>	<u>November '14</u>	<u>Month '13</u>	<u>FY 14/15 Total to Date</u>	<u>FY 13/14 Total to Date</u>
Kids' Camp	0	0	1839	2231
Kids' Club Before-School	260	272	1142	3212
Kids' Club Kinder Kids	65	112	261	1259
Kids' Club After-School	585	720	2744	7568
Kids' Club Drop-in	126	182	635	1732
Teen Center	350	661	2786	8781
TOTALS:	1386	1947	9407	24783



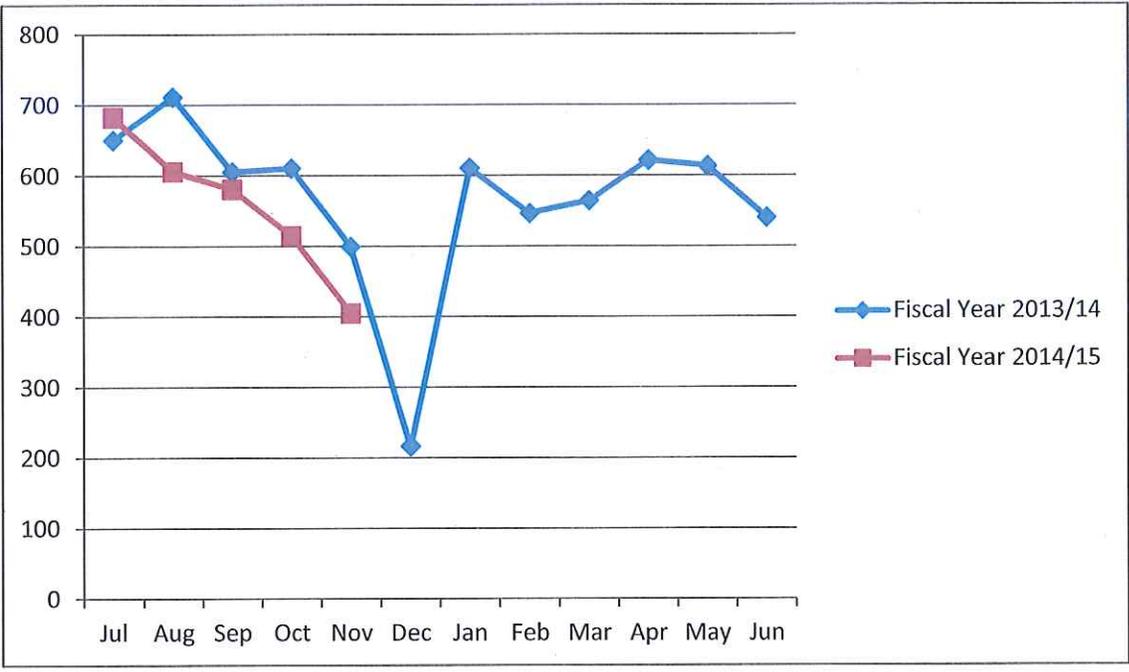
City of Morro Bay
 Recreation and Parks Department
 Youth Services
 PARTICIPATION REPORT
 December 2014

<u>Participations</u>	<u>December '14</u>	<u>Month '13</u>	<u>FY 14/15 Total to Date</u>	<u>FY 13/14 Total to Date</u>
Kids' Camp	0	0	1839	2231
Kids' Club Before-School	270	270	1412	3212
Kids' Club Kinder Kids	75	105	336	1259
Kids' Club After-School	645	705	3389	7568
Kids' Club Drop-in	84	149	719	1732
Teen Center	488	575	3274	8781
TOTALS:	1562	1804	10969	24783



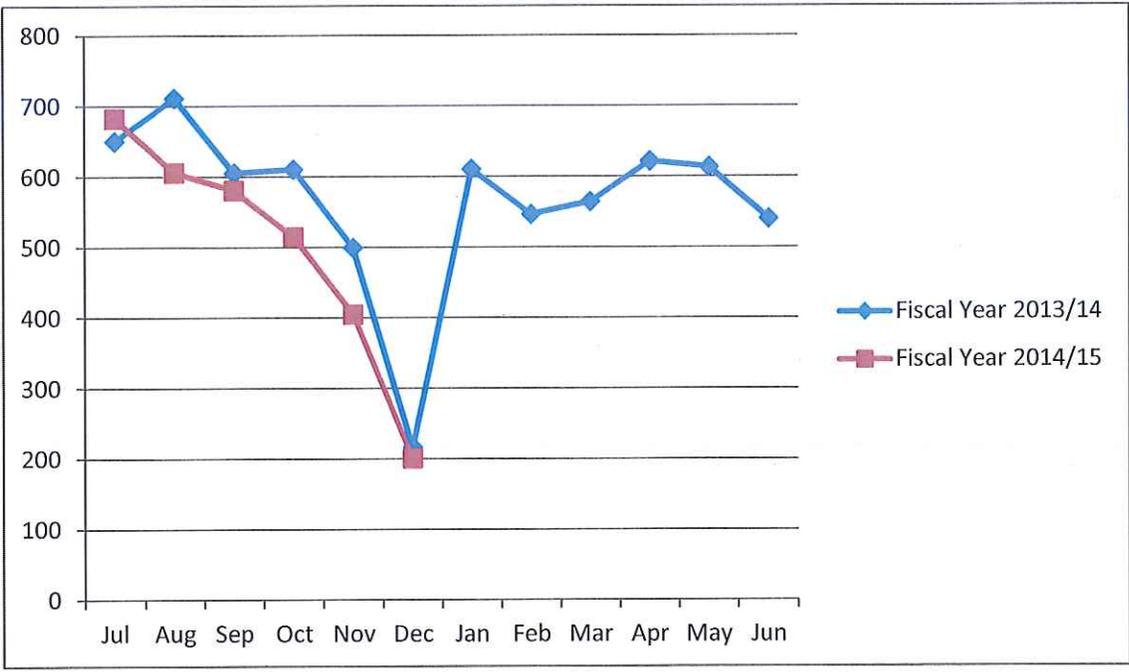
City of Morro Bay
 Recreation and Parks Department
 Senior Services
 PARTICIPATION REPORT
 November 2014

<u>Participations</u>	<u>Nov '14</u>	<u>Nov '13</u>	<u>FY 14/15 Total to Date</u>	<u>FY 13/14 Total to Date</u>
ACES - senior exercise	49	114	483	580
Billards	122	119	655	730
BINGO	46	52	215	256
Bridge Club	8	26	82	112
Crafters	8	16	22	54
Hand & Foot	24	34	177	164
P.A.C.E. - senior exercise	71	76	710	643
Senior Tai Chi	77	63	446	541
	405	500	2790	3080



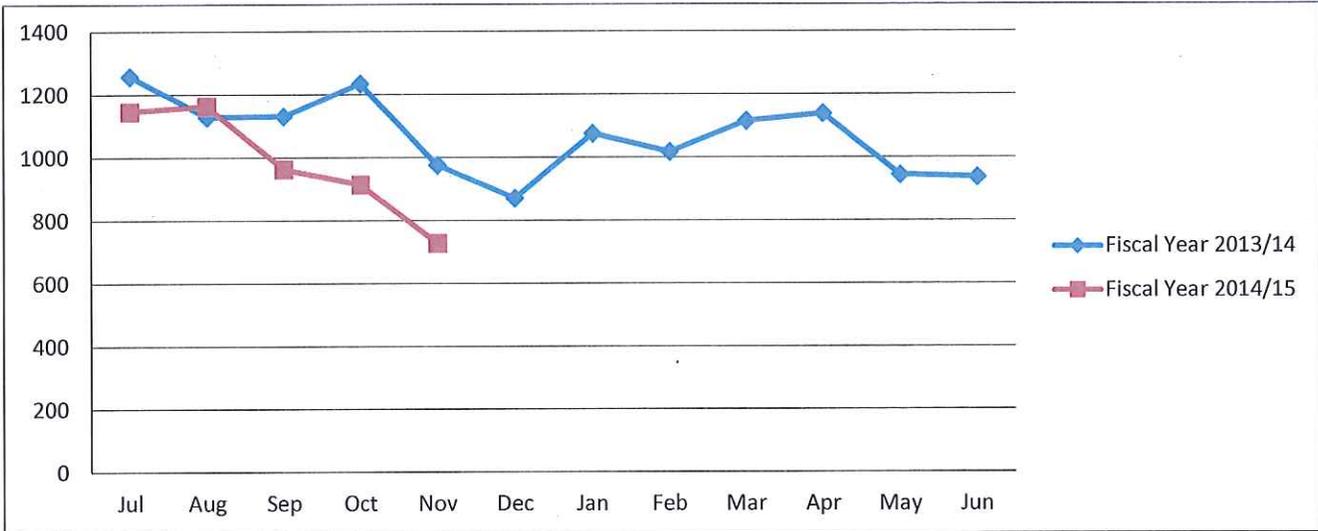
City of Morro Bay
 Recreation and Parks Department
 Senior Services
 PARTICIPATION REPORT
 December 2014

<u>Participations</u>	<u>Dec '14</u>	<u>Dec '13</u>	<u>FY 14/15 Total to Date</u>	<u>FY 13/14 Total to Date</u>
ACES - senior exercise	24	14	507	594
Billards	58	0	713	730
BINGO	40	47	255	256
Bridge Club	0	14	82	126
Crafters	0	10	22	64
Hand & Foot	12	20	189	184
P.A.C.E. - senior exercise	40	76	750	719
Senior Tai Chi	27	36	473	577
	201	217	2991	3250



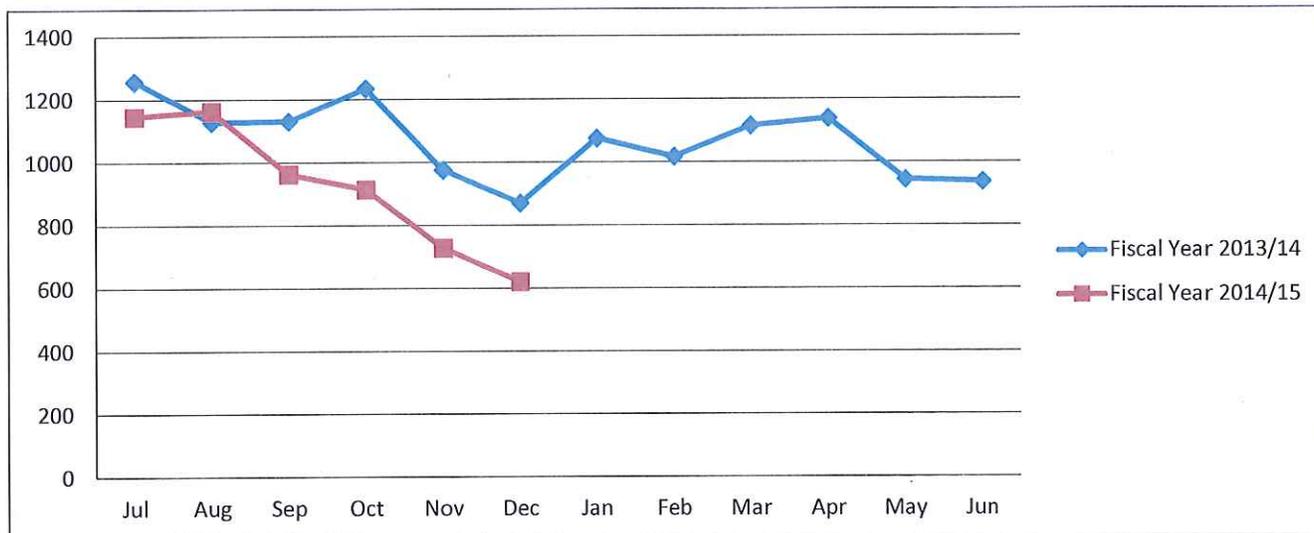
City of Morro Bay
 Recreation and Parks Department
Recreation Classes & Affiliated Clubs
 PARTICIPATION REPORT
 November 2014

<u>Participations</u>	<u>Nov '14</u>	<u>Nov '13</u>	<u>FY 14/15 Total to Date</u>	<u>FY 13/14 Total to Date</u>
Acrylics/Watercolor Painting	91	43	239	188
Aikido	6	16	44	69
Bellydance Class	17	13	112	124
Country & Western Line Dancing	0	0	115	77
FIT CLUB/Zumba	174	381	1756	2469
Flip City Gymnastics	64	32	144	124
Life Drawing	29	45	195	205
Music Appreciation	0	2	0	31
Okinawan Karate for Children	34	51	291	340
Okinawan Karate	27	9	167	182
Playday Tennis	86	128	488	513
Quilting & Sewing	18	3	79	27
Quilt Guild	19	56	201	261
Tennis Lessons	5	8	71	78
39+ Dance	158	190	1012	1045
	728	977	4914	5733



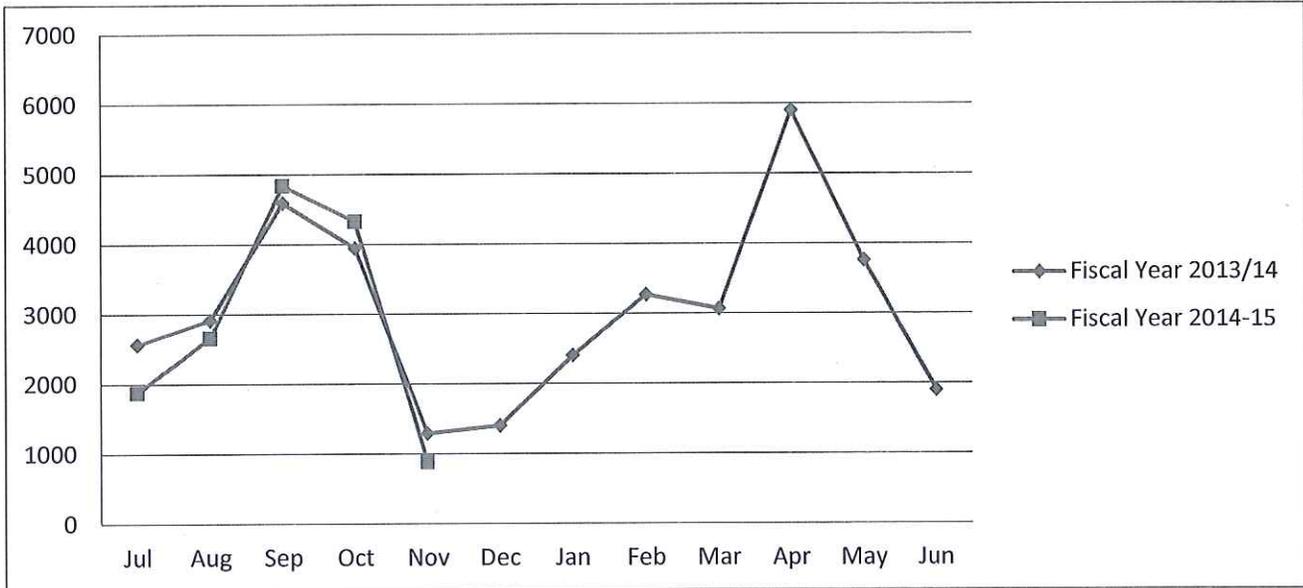
City of Morro Bay
 Recreation and Parks Department
Recreation Classes & Affiliated Clubs
 PARTICIPATION REPORT
 December 2014

<u>Participations</u>	<u>Dec '14</u>	<u>Dec '13</u>	<u>FY 14/15 Total to Date</u>	<u>FY 13/14 Total to Date</u>
Acrylics/Watercolor Painting	18	18	257	206
Aikido	4	4	48	73
Bellydance Class	7	10	119	134
Country & Western Line Dancing	0	0	115	77
FIT CLUB/Zumba	219	542	1975	3011
Flip City Gymnastics	18	17	162	141
Life Drawing	16	27	211	232
Music Appreciation	0	0	0	31
Okinawan Karate for Children	29	33	320	373
Okinawan Karate	12	12	179	194
Playday Tennis	70	0	558	513
Quilting & Sewing	3	0	82	27
Quilt Guild	50	49	251	310
Tennis Lessons	18	6	89	84
39+ Dance	157	154	1169	1199
	621	872	5535	6605



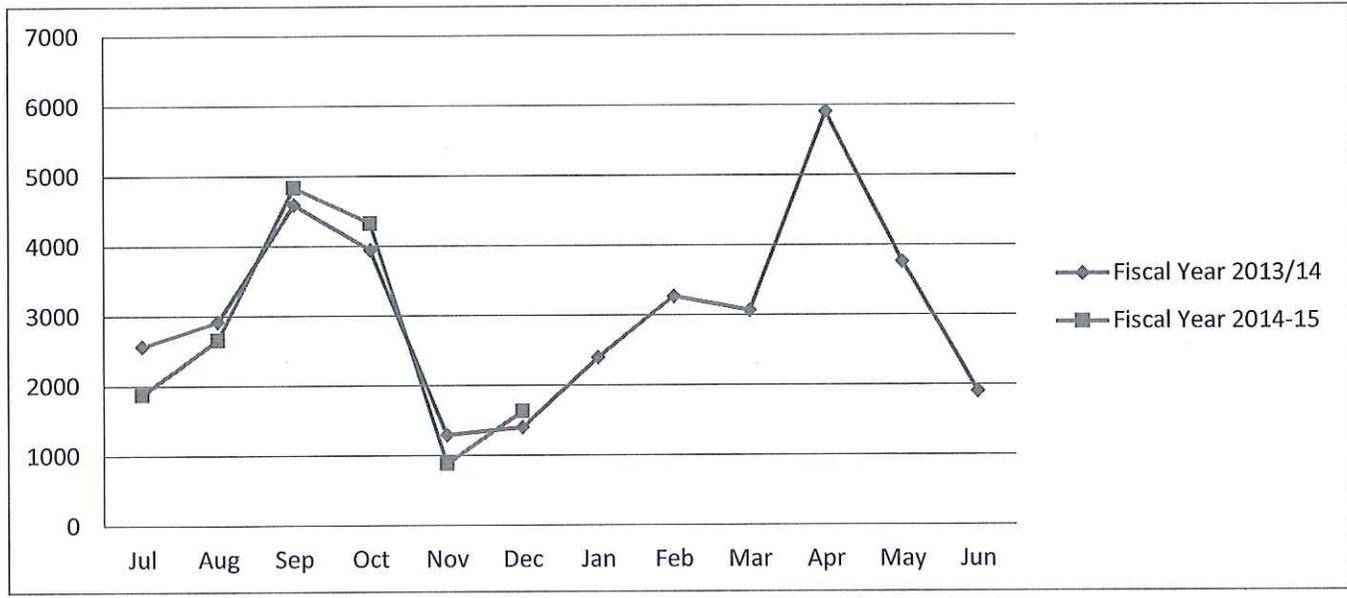
City of Morro Bay
 Recreation and Parks Department
 Youth & Adult Sports Division
PARTICIPATION REPORT
November 2014

<u>Participations</u>	<u>14-Nov</u>	<u>13-Nov</u>	<u>FY14/15 Total to Date</u>	<u>FY13/14 Total to Date</u>
Adult Softball EOS (Spring/Fall)	90	0	450	360
Adult Softball League (Spring/Fall)	0	0	4260	4350
Beach Camp	0	0	200	195
Futsal (Spring)	0	0	0	0
Junior Lifeguard (Summer)	0	0	1310	1777
Middle School Cross Country	0	0	432	254
Middle School Tennis	0	0	0	0
Middle School Track and Field	0	0	0	0
Middle School Volleyball	0	162	972	1307
Youth Basketball (Winter)	195	200	195	200
Youth Basketball EOS (Winter)	0	0	0	0
Youth Soccer (Fall)	563	418	6727	6347
Youth Soccer EOS (Fall)	228	510	228	510
Youth Softball (Spring)	0	0	0	0
Youth Softball EOS (Spring)	0	0	0	0
Youth T-ball/Coach Pitch (Spring)	0	0	0	0
	1076	1290	14774	15300



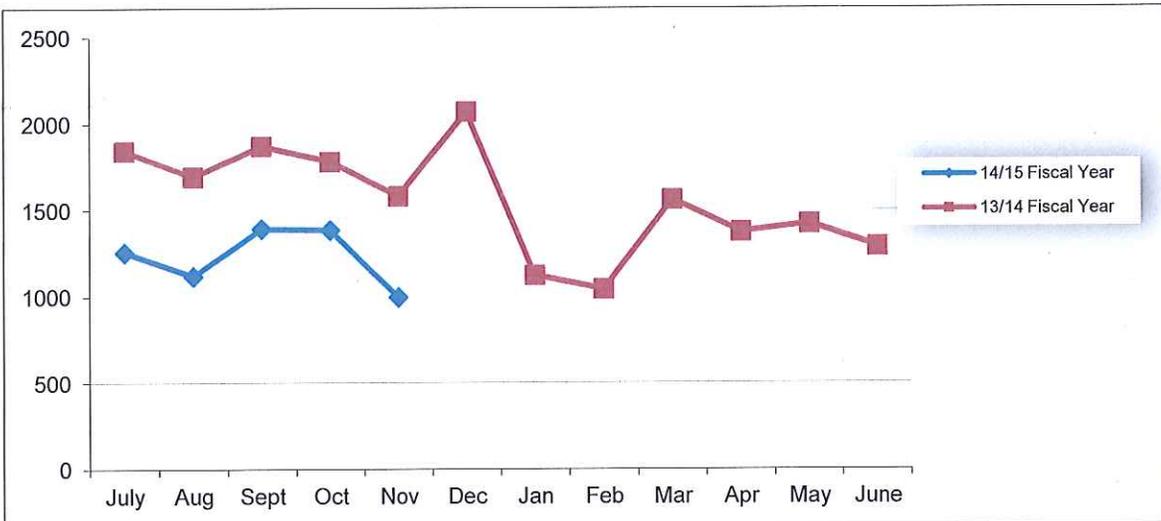
City of Morro Bay
 Recreation and Parks Department
 Youth & Adult Sports Division
PARTICIPATION REPORT
December 2014

<u>Participations</u>	<u>14-Dec</u>	<u>13-Dec</u>	<u>FY14/15</u> <u>Total to Date</u>	<u>FY13/14</u> <u>Total to Date</u>
Adult Softball EOS (Spring/Fall)	0	0	450	360
Adult Softball League (Spring/Fall)	0	0	4260	4350
Beach Camp	0	0	200	195
Futsal (Spring)	0	0	0	0
Junior Lifeguard (Summer)	0	0	1310	1777
Middle School Cross Country	0	0	432	254
Middle School Tennis	0	0	0	0
Middle School Track and Field	0	0	0	0
Middle School Volleyball	0	0	972	1307
Youth Basketball (Winter)	1470	1007	1665	1207
Youth Basketball EOS (Winter)	0	0	0	0
Youth Soccer (Fall)	0	0	6727	6347
Youth Soccer EOS (Fall)	160	390	388	900
Youth Softball (Spring)	0	0	0	0
Youth Softball EOS (Spring)	0	0	0	0
Youth T-ball/Coach Pitch (Spring)	0	0	0	0
	1630	1397	16404	16697



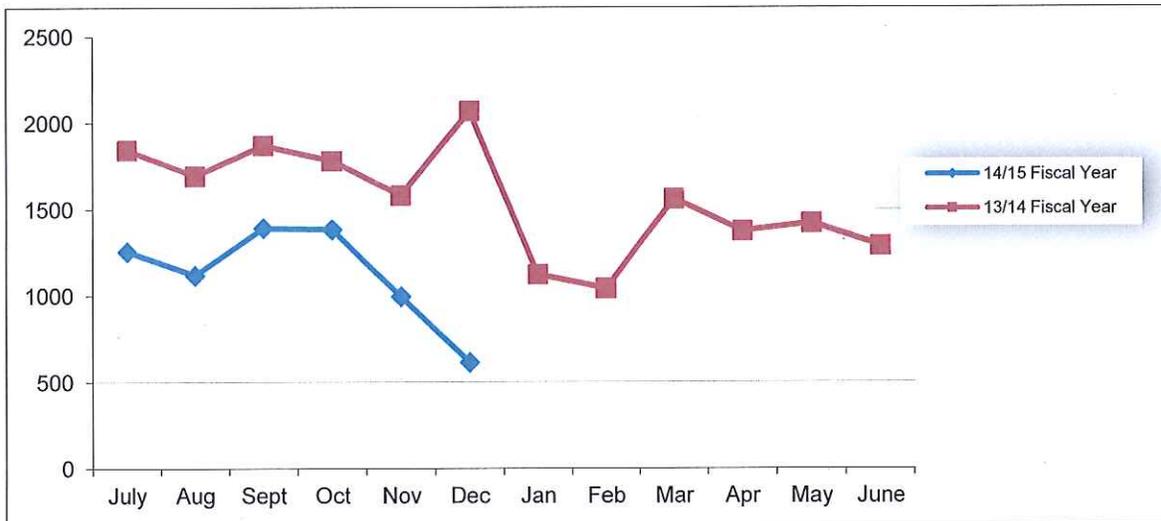
City of Morro Bay
Recreation and Parks Department
Facilities and Parks
PARTICIPATION REPORT
November 2014

<u>Facilities</u>	<u>Nov '14 Hours</u>	<u>Nov '13 Hours</u>	<u>Hours to Date FY 14/15</u>	<u>Hours to Date FY 13/14</u>
MBCC	592	1,225	3106	5,798
VMB	220	253	980	1,101
Facilities Subtotal	812	1,478	4086	6,899
Parks				
Lila Keiser	117	303	1556	1,348
Monte Young	0	0	0	43
Del Mar	42	32	259	254
City Park	0	0	111	108
Centennial Parkway	25	24	138	126
Parks Subtotal	184	359	2064	1,879
Grand Total	996	1,837	6,150	8,778



City of Morro Bay
 Recreation and Parks Department
Facilities and Parks
 PARTICIPATION REPORT
 December 2014

<u>Facilities</u>	<u>Dec '14</u> <u>Hours</u>	<u>Dec '13</u> <u>Hours</u>	<u>Hours to Date</u> <u>FY 14/15</u>	<u>Hours to Date</u> <u>FY 13/14</u>
MBCC	276	1,855	3382	7,653
VMB	247	180	1227	1,281
Facilities Subtotal	523	2,035	4609	8,934
Parks				
Lila Keiser	26	60	1582	1,348
Monte Young	0	0	0	43
Del Mar	28	19	287	254
City Park	0	0	111	108
Centennial Parkway	37	24	175	126
Parks Subtotal	91	103	2155	1,879
Grand Total	614	2,138	6,764	10,813





AGENDA NO: A-4

MEETING DATE: 1/15/2015

STAFF REPORT

TO: Recreation and Parks Commission **DATE:** 1/15/2015
FROM: Joseph M. Woods, Recreation and Parks Director
SUBJECT: Recreation and Parks Department Status Report

RECOMMENDATION:

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

SUMMARY:

The following is a brief review of the status of current projects/programs.

Administrative Policies/Programs

Staff continues to work on several administrative policies/procedures/programs which include but may not be limited to the following:

Update Department Standard Operating Procedures	Sponsorship Policy
Recreational Facilities Master Plan	Northern Waterfront Implementation Plan
Revision of Ordinance 370 (Film Permits)	Fiscal Sustainability Program

Tidelands Park Play Structure

Replacement of damaged play structure elements has been approved and funded with the adoption of the FY 2014/15 Budget. The project funding is limited to 70K which should allow for removal of undesired elements, and the purchase and installation of new elements. Staff has been working with local contractors to design the new elements. With the limited funds, some elements would need to stay, such as the large ship, but the remaining elements would need to be replaced. Staff is currently seeking a contractor to demolish or remove the undesired elements. Furthermore staff has developed a plan for RPC to review at the January meeting.

Bike Park

Progress continues to be made in the development of the Morro Bay Bike Park. The Bike Park Group is moving forward with the permitting process and continues their fundraising efforts. The Planning Commission will review the project once all City requirements are met. The City Attorney has reviewed and approved the MOU for Bike Park construction, repair, and operations between the City and the Central Coast Concerned Mountain Bikers (CCCMB). The item is scheduled for City Council review on January 13, 2015.

Pale Kai Outriggers

Staff is working with Chris Isler, Pale Kai Outriggers President, to complete a temporary lease agreement for the use of Coleman Park. The Pale Kai Outriggers are based in Avila Beach, but in the winter (Jan – March) they use Morro Bay which is more suitable than the open ocean for their activities. The Agreement is in the final stages with winter use scheduled to start in January, 2015.

Recreational Classes & Activities

Two new classes will be offered in the coming months. Line Dance began in January and will run through April 2015. Line Dancing meets on Monday afternoons and already has a healthy attendance. Gentle Yoga will begin in February, meeting on Wednesday afternoons, good participation is anticipated.

City Website/Recreation and Parks Pages/Facebook

Staff continues to add content and update the webpages as needed including calendar items such as program sign-up dates. Most recently, staff has added "Weekly Schedules" to the left side column which enables the user to view the weekly calendar for the Community Center, Veteran's Memorial Building and Parks. The City using the City's Facebook page to announce program registration, upcoming events, and other important as well as interesting information as it arises.

Community Groups

The Morro Bay in Bloom club has completed and successfully been awarded grant funds from the National Estuary Program to install a rain water harvesting system at Centennial Parkway restroom. Primary site work was started on 1/3/15 with installation of the foundation (base). The remaining installation is scheduled for later this month. The project includes the rain harvesting system as well as an interpretive panel to inform all who stop and are interested.

Morro Bay Senior Citizens, Inc. (MBSCI)

The Morro Bay Senior Citizens, Inc. is proudly sponsoring several new activities beginning in January. Matter of Balance is an 8-week course provided by the SLO County Department of Health, Great Courses – Winston Churchill is a 10-week video lecture series, and Pickleball Clinics – 4 clinics, 2 indoor at the MBCC and 2 outdoor at Del Mar Park.

SLOCAPRA

Commissioner's workshop is scheduled for March 7, 2015 with location at J. Lohr winery. The workshop will be on Community Collaboration and Advocacy.

Maintenance Division

The Maintenance Divisions of the Recreation and Parks Department is responsible for all general fund maintenance. The City's Street Division continues to patch the most critical potholes that they identify during their routine field checks or as reported by the public, paint curbs, crosswalks, hang signs and banners, clear creeks and storm drains. The Park Division continues to maintain our parks and park amenities while working closely with the volunteer groups that continue to donate countless hours to detailing and beautifying our parks. The City's Facilities Maintenance Division oversees the daily and project maintenance of all City owned properties.

The Streets Division has been working on pothole repairs and tree maintenance along with responses to numerous "Let Us Know" citizen concerns. The Streets Division entered into an agreement with CDF to utilize their CDCR work crew for creek clearing, and staff devoted approximately 200 hours of time to facilitate this effort. Staff was able to clear brush trees and debris from Morro Creek, Little Morro Creek, Alva Paul Creek, and Willow Camp Creek. Some follow up work will include the spreading of wood chips and planting new trees along the bank of Alva Paul Creek.

The Facilities Division has been busy with deferred maintenance projects. The fumigation of Rockies Teen Center for termites is complete. Old flooring at the Veteran's Memorial Building has been encapsulated and the storage closets have been repainted to refresh the appearance. New picnic tables for the Veterans Memorial Building have arrived and staff has enlisted volunteers to assemble them. Additional projects beyond the daily core duties include fire and security alarm upgrades at the Teen Center and City Hall.

The New Year will ring a new schedule for restroom maintenance which includes night shift cleaning and lock down of all public restrooms except the Rock, Tidelands, and Harbor restrooms. This is in accordance with MBMC 2.24 and current park operating hours.

Adult Softball Spring League

Registration for the 2015 Spring Adult Softball League will begin January 26. Spring season will have 12 games and an end of the season tournament.

Los Osos Middle School Boys Volleyball

Los Osos Middle School Boys Volleyball season will begin in February. Team tryouts are set for Feb 3, 4, and 5 at Los Osos Middle School. Online registration will begin on January 12, 2015.

Los Osos Middle School Track and Field

Track and Field will be returning to LOMS this spring. Registration will begin in March.

Esterro Bay Youth Basketball

Games have begun for the 2015 season of youth basketball. Games will be played on Friday nights for the 3rd/4th boys and girls and on Saturdays for the 5th/6th grade boys and girls and 7th/8th grade boys and girls. We have 29 teams playing this season.

Coast Girls Softball

Registration has begun for the 2015 Coast Girls Softball season. Assessments will be held on January 31st at Lila Keiser Park with Opening Day on March 14, 2015. Opening day will also include pictures and the MLB Pitch, Hit and Run Contest.

Kids' Club Children's Center

Kids' Club currently has a full enrollment for the 2014/15 school year. Kids' Club is a before and after school program for Del Mar Elementary students in Transitional Kindergarten through 5th Grades. Kids' Club is located on the Del Mar Elementary School campus and is open every day school is in session for before and after school enrichment.

Rockies – The Morro Bay Teen Center and Skate Park

Rockies is a safe and healthy alternative for local youth. The Teen Center is currently open to all youth in 7th through 12th grades. The Skate Park is open to all ages and helmets are required. Rockies is open M-F/3-7pm & Sat. /1-7pm.

Morro Bay Teen Action Club (TAC)

The TAC continues to participate in the Adopt-A-Park program at Lila Keiser Park. TAC continues to actively seek community service opportunities within the City because it is part of their mission to "give back to the City" for providing teenagers a place to go after school. The TAC recently assisted the Lions Club and will be assisting at several service group dinners in the near future.



AGENDA NO: A-5

Meeting Date: January 15, 2015

Staff Report

TO: Recreation and Parks Commission

DATE: January 12, 2015

FROM: Michael P. Wilcox, Maintenance Superintendent

SUBJECT: Rockies Teen Center,

RECOMMENDATION:

That the Commission accepts this report of energy conservation for Rockies Teen Center

BACKGROUND/DISCUSSION:

Month	Energy Produced in kWh
Jan-14	676
Feb-14	598
Mar-14	860
Apr-14	951
May-14	1,109
Jun-14	1,000
Jul-14	911
Aug-14	963
Sep-14	835
Oct-14	758
Nov-14	570
Dec-14	493
Total	9,726

Prepared By: MW Dept Review: JMW



AGENDA NO: B-1

MEETING DATE: 1/15/2015

Staff Report

TO: Recreation and Parks Commission **DATE:** 1/15/2015

FROM: Joe Woods, Recreation and Parks Director

SUBJECT: Initial Discussion of FY 2015/16 Draft Work Program

RECOMMENDATION:

Recreation and Parks Commission review and discuss the proposed Department's Work Program and discuss implementation for Fiscal Year 2015/16.

BACKGROUND

The Work Program has been utilized throughout the years to document recreational service needs of the Morro Bay Community as identified by the City Recreation and Parks Commission. The Work Program allows needs to be planned for, scheduled and prioritized for submittal in the annual budget process. Increased costs or use of staff resources are estimated and an overall picture of leisure service is provided by the document.

It is the intent of the Work Program to annually document the needs of the community in order that they may be evaluated against other community needs in the annual budget process. Funds may or may not be awarded for all or portions of the Work Program elements based on the many competing City service needs of the Morro Bay community.

The Work Program develops objectives and activities for the upcoming Fiscal Year in order to prioritize community needs, identify opportunities or promote improvements in the Department operations and facilities.

DISCUSSION:

The annual process of the Department Work Program is presented in draft format for the RPC to review and discuss. Items in the Work Program should be discussed regarding relevance and priority. As part of the City services reorganization, the Maintenance Division within Recreation and Parks Department will be shifted to the Public Services Department. The Maintenance operations will not be represented in the Department Work Program; however, recreational services will be represented as Administration, Sports, and Youth/Senior Services.

Prepared By: JMW

Dept Review: JMW

DISCUSSION (CONT.)

Capital projects for the Department may still include some Park elements as those areas of responsibility are being evaluated and discussed by staff. Program or services not listed in the draft should be discussed with the possibility of addition. Items added to the Work Program should be accompanied with costs, cost recovery, and target start date if appropriate.

CONCLUSION

The Work Program is developed in a workshop format involving an advisory process from the citizens, Recreation and Parks Commission, and City staff. A consensus procedure is used thus eliminating motions, votes and formal actions. Staff has attached the draft Work Program for 2015/16 for your review.

Attachments:

Recreation and Parks Department Work Program – DRAFT FY 2015/16

**RECREATION AND PARKS DEPARTMENT
WORK PROGRAM 2015/16 (DRAFT)
OUTLINING THE PROGRAM ANALYSIS AND SERVICE/EQUIPMENT NEEDS OF THE DEPARTMENT**

	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
DIVISION: ADMINISTRATION							
1			GF			On-going	Online registration & discounts
2			GF			On-going	This includes Social Media Like us on Facebook!
3			GF				Under review
4			GF				
5			GF				
6			GF				
7			GF				

	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
8 Respond to citizen's requests and reports regarding recreational programs and service delivery.			GF				"Let Us Know"
9 Serve as a member of the City's Subdivision Review Committee; attend community organization meetings as required.			GF				Director
10 Manage and distribute scholarships on behalf of Morro Bay Community Foundation to local qualifying families to participate in Department programs.			GF				\$36,694 in scholarships awarded in 2013/14
11 Serve as Department liaison to Morro Bay Senior Citizen's, Inc. Board of Directors.			GF			On-going	Youth and Senior Services supervisor
12 Continue to work with the SLCUSD in collaboration and partnership on shared programs and facilities.			GF				Director & available staff
13 Serve as an advisor to the Morro Bay Community Foundation, Inc.			GF				Director
14 Provide in-service training and CPR/First Aid for all Departmental full-time and designated part-time staff.	On-going		GF	N/A			In early 2015, CJPIA will provide a training.
15 Develop and publish various marketing documents; brochures, flyers, posters, newsletters, and pamphlets to support Department programs and services.			GF				
16 Manage and coordinate service to public and City departments in reserving facilities, event set-up, event break down and clean up at the Community Center, Veteran's Memorial, Teen Center, and all public area use events.			GF				

Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
17	Coordinate the Adopt-A-Park program with local interest groups	GF				Collaborative workshop
18	Continue providing opportunities for staff to participate in CPRS programs workshops.	GF	N/A			
19	Provide for at least one annual evaluation of all part-time and full-time Department staff	GF				
20	Provide for safety training within the Department by utilizing the bi-monthly Department-wide staff meeting for safety training and resources from CJPIA.	GF	N/A		On-going	
21	Support and assist with the Annual Spaghetti Dinner to increase monies for youth scholarships in conjunction with the Morro Bay Community Foundation, Recreation and Parks Commission and Morro Bay Senior Citizen's, Inc.	GF & Donations	Varies		On-going	Event date: 3/20/2015
22	Coordinate recreational activities and classes with direct delivery by part-time employees and through rental agreements.	GF				No "contractual instructors", only employees or business owners.
23	Amend and update Department's current Standard Operational Procedures	GF				Sect. 100 -300 updated, Sect. 400 - 700 pending
24	Continue to implement the Fiscal Sustainability Program and update elements when appropriate	GF				
25	Continue to provide sports and special event equipment rental to the public and rental groups.	GF				
26	Provide support and partnership to the Estero Bay Community Pool Foundation.	GF				SLCUSD Measure D

	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
27							
28							
29							
30							
DIVISION: COMMISSION							
1			GF				Sr. Rep.: Al Romero
2			GF				
3			GF				
4			GF				
5							Event date: 3/7/2015 Location: J.Lohr (PR)
6	Annual		GF	N/A		On-going	

	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
7 Provide Commissioners to attend the City Council meeting when Recreation and Parks related items appear on the agenda.			GF				
8 Provide opportunities for Commissioners to assist with Departmental projects or services when available.			GF				
9							
10							
11							
12							
DIVISION: RECREATIONAL SPORTS AND FITNESS							
1 Conduct adult softball leagues in the spring and fall.	Annual		GF	70-79%			
2 Conduct softball tournaments in June and September.	Annual		GF	90-100%			June: Summer Slam Sept: Labor Day
3 Offer youth sports leagues in basketball, T-ball, coach pitch, soccer, futsal and girls softball using primarily volunteer coaches.	Annual		GF	70-79%			
4 Conduct Rock-to-Pier run and Rock and Around the Pier half marathon	Annual		GF	100%			

	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
5 Continue to offer the Junior Lifeguard program. (2) 3 week sessions	Annual		GF	80-100%			
6 Offer Jr. Lifeguard Pool program to ready children for the Jr. Lifeguard program.	Annual		GF	80-100%			
7 Provide staff for the Girls Softball Board for review of the girls' softball program.			GF				
8 Provide Youth Beach Camp programs. (3) 1 week sessions	Annual		GF	100%			
9 Manage league scheduling and management website "LeagueLineUp.com".			GF	N/A			
10 Provide a youth "all-comers" track meet for the Estero Bay Youth			GF	100%			2014: Rock N Roar Track Meet
11 Provide Jr. High Boys and Girls Volleyball Program in conjunction with School District.	2012		GF	100%			
12 Provide Jr. High Track and Field/Cross Country Program in conjunction with School District.	2012		GF	100%			
13 Provide Jr. High Tennis Program in conjunction with School District.	2013/14		GF	100%			
14 Replace training and safety equipment for Jr. Lifeguard program.	2013/14		GF	N/A			
15 Purchase a Kiosk to post schedules and information at Lila Keiser Park.	2014			N/A			
16 Systematically replace Softball Pitching Machine and other field equipment.	2014			N/A			

	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
7 Provide professional development funds to allow staff to participate in Youth Program Development workshops, classes and seminars.	Annual		GF	0%		On-going	
8 Manage the Teen Action Club including coordination of service opportunities for members.			GF	0%		On-going	Community benefit
9 Provide job training program for high school students through the Kids Camp C.I.T. program.	Annual		GF	N/A		On-going	Quality of Program and community benefit
10 Provide programs and services to the senior population of community (residents and non-residents)						On-going	
11 Continue to manage Agreement between Senior Citizen's Inc and CMB						On-going	current agreement exp. 2029

DEPARTMENT CAPITAL PROJECTS SUMMARY	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
ADMINISTRATION							
A Update the Recreation and Access Element dated 1976.							Part of General Plan/Local Coastal Plan Update - CMB Admin
B Master plan Coleman Park, Target Rock and Morro Rock areas, Northern Embarcadero Implementation Plan. (Placed on hold by Council)	1988		GF	N/A			
C Update the Facility Master Plan dated 1985-1990. Staff project, volunteers to assist with site inventory.			TBD				
D Inventory information interpretive panels at parks and facilities.			TBD				
SPORTS & FITNESS							
A Fitness Trail / Equipment							
B Expand Pickball Play with possible Courts at Monte Young/Coleman or Indoor							
YOUTH SERVICES							
A Implement Teen Center (Rockies) Master Plan.	2003		TBD	N/A			

	Original Request Date	Estimated Cost	Funding	Cost Recovery	Target Start Date	Completed	Comments
PARKS							
A Replace play structures at City, Coleman, Monte Young, City and Cloisters' parks	2012			N/A			
B Develop a deferred maintenance account specific to the cyclical replacement of play structures and playground elements at Del mar Park, Cloisters Park, Lila Keiser Park, Morro Bay City Park, Monte Young Park, Tidelands Park, and Coleman Park when they reach the end of their useful lifecycle or become hazardous to public safety.	2014			N/A			



AGENDA NO: C-1

Meeting Date: January 15, 2015

UNFINISHED BUSINESS:

NONE



AGENDA NO: D-1
MEETING DATE: 1/15/2015

Staff Report

TO: Recreation and Parks Commission **DATE:** 1/15/2015
FROM: Heather Salyer-Frith, Recreation Supervisor
SUBJECT: Program Evaluation – Annual Holiday Tree Lighting

RECOMMENDATION:

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

FISCAL IMPACT:

Program Costs:

- Staffing:

1 @ \$30.24 x 2 hours	\$31.00
1 @ \$18.04 x 2 hours	\$37.00
1 @ \$15.60 x 2 hours	\$32.00
1 @ \$14.15 x 2 hours	\$57.00
1 @ 9.55 x 2 hours	\$20.00
(Rental Attendant)	
- Costume Rental: \$162.00
- Printing: \$151.00
- Misc. Supplies: \$170.00

Program Costs Total: \$660.00

Gross Revenue:

- Donations (1@\$250, 1@\$200, 1@\$50): \$500.00
- Volunteer Hours (4@2hours each): \$198.00

Gross Revenue Total: \$698.00

Cost Recovery: 106%

According to the Independent Sector, the State of California currently values volunteer time at \$24.75 per hour.

Support Costs:

- Cost Allocation: 200 participants x \$2.57

Cost Allocation Total: \$514.00

Program & Support Total Costs: \$1,174.00

Net Revenue: (-\$476.00)

Cost Recovery: 60%

This program is classified under the Basic Service category, which has a target revenue goal of 0-10% cost recovery of program and support costs.

Prepared By: HSF Dept Review: _____

SUMMARY:

The Holiday Tree Lighting is a family orientated community event hosted this year by Mayor Jamie Irons. After Jim Murphy "Cap'N Jimmy" performed, the Morro Bay Fire Department delivered Santa Claus, Mrs. Claus, and his Merry Elves. Santa Claus read "Twas the Night Before Christmas" to all the children gathered around the City Holiday Tree. The Mayor and Santa Claus led a countdown and the holiday tree "magically" lit-up marking the close of the celebration.

BACKGROUND:

The Holiday Tree Lighting has been provided by the Department for over 30 years. During that time the date, time, and program content have change many times to meet community and department expectations. In 2005, the Holiday Tree Lighting was slated for elimination due to budget cuts. However, staff was able to continue this community program by incorporating donations and volunteers. The Department costs for the Holiday Tree Lighting have been significantly reduced by the generous donations of cookies, cider, and entertainment.

RECOMMENDATIONS:

1. Staff recommends the Holiday Tree Lighting be moved to the first Friday in December. This is to better serve the community, as well as, to eliminate any potential competition with the Lighted Boat Parade. If the Holiday Tree Lighting is offered on the Friday evening before the Lighted Boat Parade, the tree would be lit for those coming into town for the parade.
2. For the 2014 Holiday Tree Lighting, staff used staging by the tree and recommends continuing to do so, however, it is recommended to not use the picnic areas for cookies and cider as that created too large of a gap between the refreshments and entertainment. Staff recommends using portable tables and to set-up the refreshments near the staging area.
3. Staff recommends continued invite to the Morro Bay High School Choir to perform. Unfortunately, due to scheduling the MBHS Choir was able to perform for the 2014 celebration. Holding the event on a Friday evening would possibly eliminate scheduling conflicts. Staff did attempt to get additional performances from Del Mar Elementary; however those performances fell through at the last minute. Staff recommends seeking additional performance opportunities to enhance the program.
4. The Morro Bay Fire Department typically delivers Santa and his helpers using a fire engine. Staff recommends requesting Santa and his helpers to be delivered on the historic (classic) fire engine for added dramatics.
5. Staff recommends funding be allocated to raise the quality of the event. Such additions could include seating, performance floor, promotion, and more lights throughout the park and on the tree.

CONCLUSION:

Staff intends to seek more volunteers and donations for the 2015 celebration. The Holiday Tree Lighting Celebration meets the Morro Bay Recreation and Parks Department Mission Statement by providing a quality service that is essential and necessary to live a healthy, enriched life. Staff will continue to provide this service to our community families in a responsive and courteous manner. Staff will continue to evaluate the program for quality and effectiveness and make adjustments to the program as needed.



AGENDA NO: D-2

MEETING DATE: 1/15/2015

Staff Report

TO: Recreation and Parks Commission **DATE:** 1/9/2015
FROM: Joe Woods, Recreation and Parks Director
SUBJECT: Consideration of Replacement Elements for the Play Structure at
Tidelands Park

RECOMMENDATION:

Staff recommends the Recreation and Parks Commission (RPC) review the status of the elements of Tidelands Park play structure and recommends approval of the removal and installation of certain play elements.

FISCAL IMPACT:

The fiscal impact consists of a transfer of \$50,000 from the Governmental Impact Fund to Project PO118.8026 – Tidelands Park Play Structure. After the transfer, the balance of funds remaining in the Governmental Impact Fund-Parks would be approximately \$51,000. This transfer will allow for the removal and installation of desired play elements at Tidelands Park.

SUMMARY:

The City has identified the need to replace certain elements of the play area located at Tidelands Park. Some of the elements have been removed and some repaired to ensure public safety and enjoyment of users. Through the budget adoption process, City Council has approved and allocated the transfer of funds from the Governmental Impact Fee Fund to the Tidelands Play Structure project. These funds will be used to remove undesired elements and install elements which coincide with the imaginative nautical theme which presently exists at the Tidelands Park play area.

BACKGROUND:

The current play structure was installed in July 1993 and consisted of a large concrete ship, bridge, piling elements, two spring animals, crows' nest climber, three large concrete seals and a whale's tail. The play area is designed with a nautical theme and provides imaginative play for children of many ages. The play area has multiple levels which are designated between short concrete walls depicting ocean waves. The landing material is mostly sand, with an introductory surface of a poured in place rubber material for ease of access to the play elements.

Prepared By: _____

Dept Review: _____

The play area has been well received by the public since its inception. It is apparent that the imaginative nautical theme fulfills the needs and expectations of the community, both residents and non-residents alike.

Over the years some of the elements have deteriorated and have been removed for safety reasons, such as the crow's nest climber, and the bridge between the boat and some pilings. The whale's tail was determined to be unsafe for climbing based on the current California regulations regarding fall zones for play elements. The Tail is adorned with a no climbing sign for the protection of park users. The wooden timbers of the crow's nest element have deteriorated beyond repair and have been removed. City staff has replaced the element with a picnic bench only as an interim solution until another play element can be safely added. The two spring elements are showing wear as are the concrete seals. The retaining walls appear to be in good, workable shape. The sand landing or surfacing material appears to be in need of refreshing and the addition of sand should certainly be a consideration.

DISCUSSION:

The current theme of the play structure is imaginative nautical with a large concrete boat and marine animals for climbing. The play area does not include swings or slides in order to emphasis the user's imagination. Staff's intent is to maintain the imaginative nautical theme and not install active elements such as slides or swings as this would alter the existing play area's intended purpose.

Staff has met with designers from RecWest Outdoor Products to discuss potential replacement elements for the Tidelands play area. Initial proposals exceed the amount of resources the City could make available, so staff requested additional options. We listed some elements that were the highest priority with the intent the City would be able to allocate the appropriate resources.

The highest priority is public safety, so the removal of worn and/or potentially hazardous elements was listed. Removal and replacement of the rubber landing material was a must task in this renovation. Ensuring proper landing material was provided in the fall zones was another must task. Removal of the Whale's tail was also discussed.

The new proposal would include the Peak Rock climber, the Pointe climber, Boogie Board, five (5) Whimsy Rider Dolphins, custom Canon, SeeSaw, custom Octopus w/ 3 arms, custom Rowboat, installation of new elements, and poured-in-place material equaling approximately 1050 sqft. The quote for this proposal is \$99,135, with a timeline of 2-3 months.

This quote is well beyond the available funds for this project, however by retaining some existing elements and excluding some proposed elements, staff is certain the project can remain within budget.

Through discussion and prioritizing, the RPC can assist in the determination of play elements at Tidelands Park for the use of our community.

CONCLUSION:

The imaginative nautical theme should be retained as the community has repeatedly requested and desired. The play area should be improved to ensure public safety at all times. The project budget needs to be strictly adhered to as this would ensure public funds were used appropriately.

TIDELANDS PARK

PLAY STRUCTURE AREA



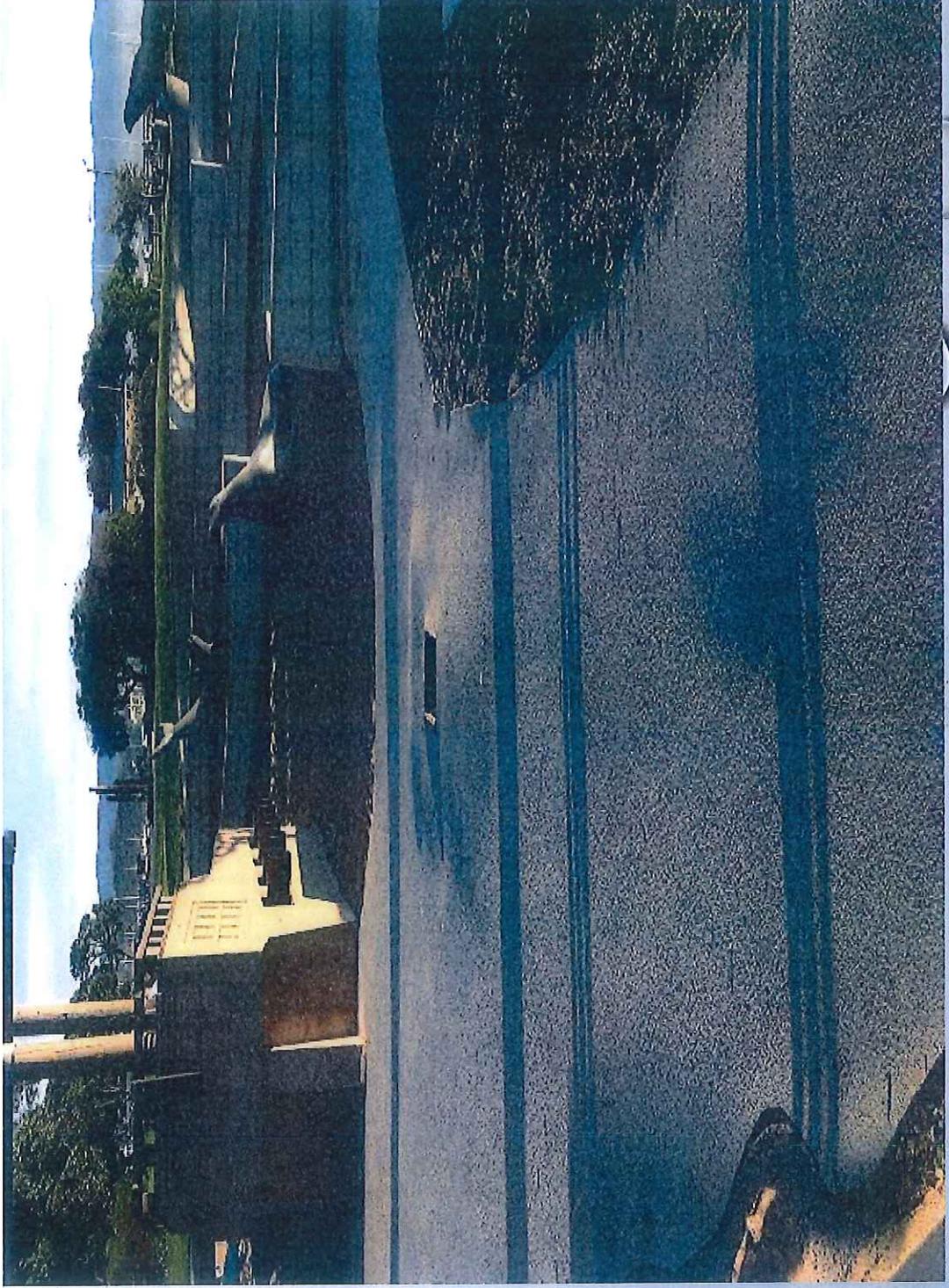
TIDELANDS PLAY AREA



TIDELANDS PLAY AREA



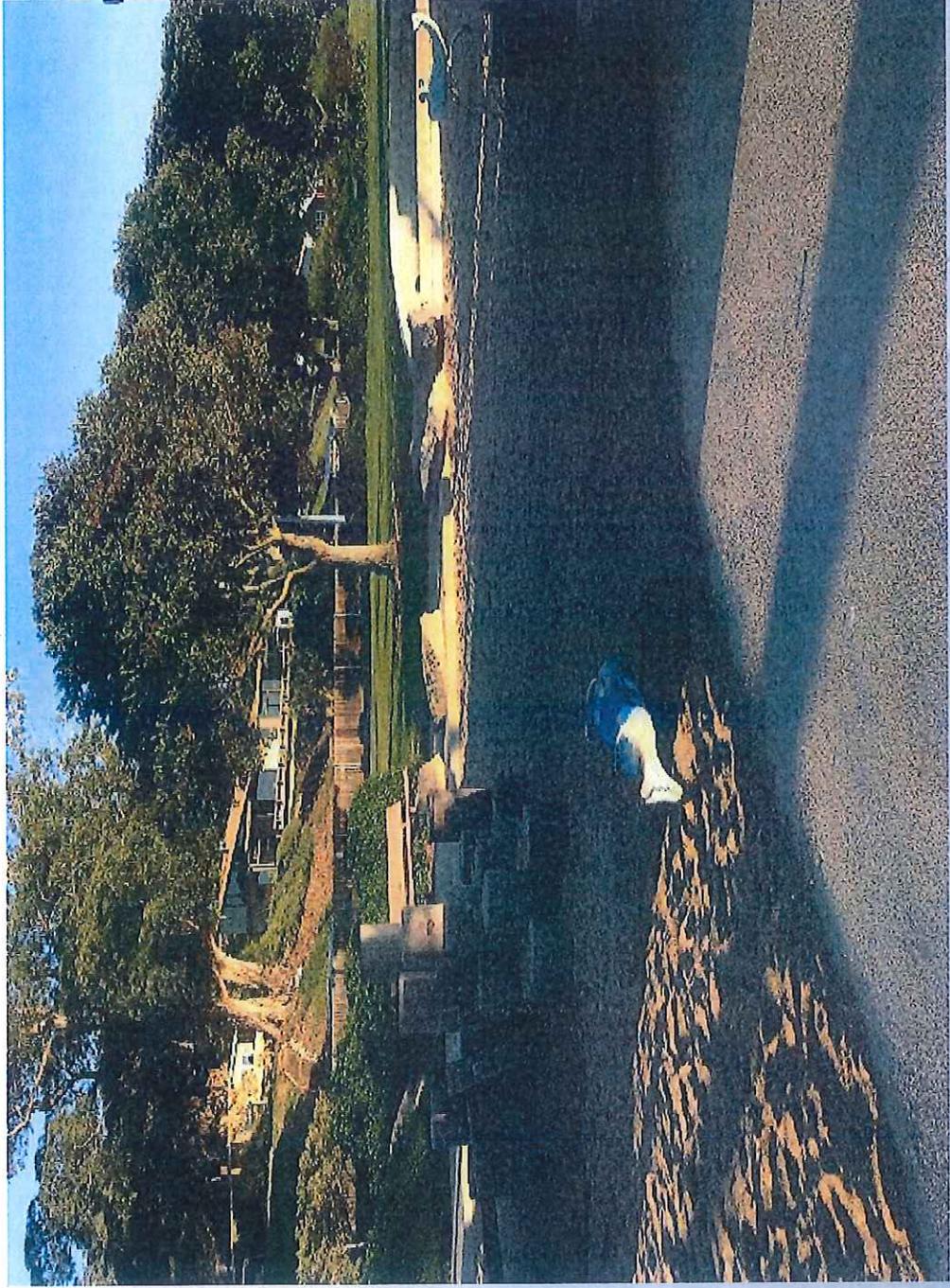
TIDELANDS PLAY AREA



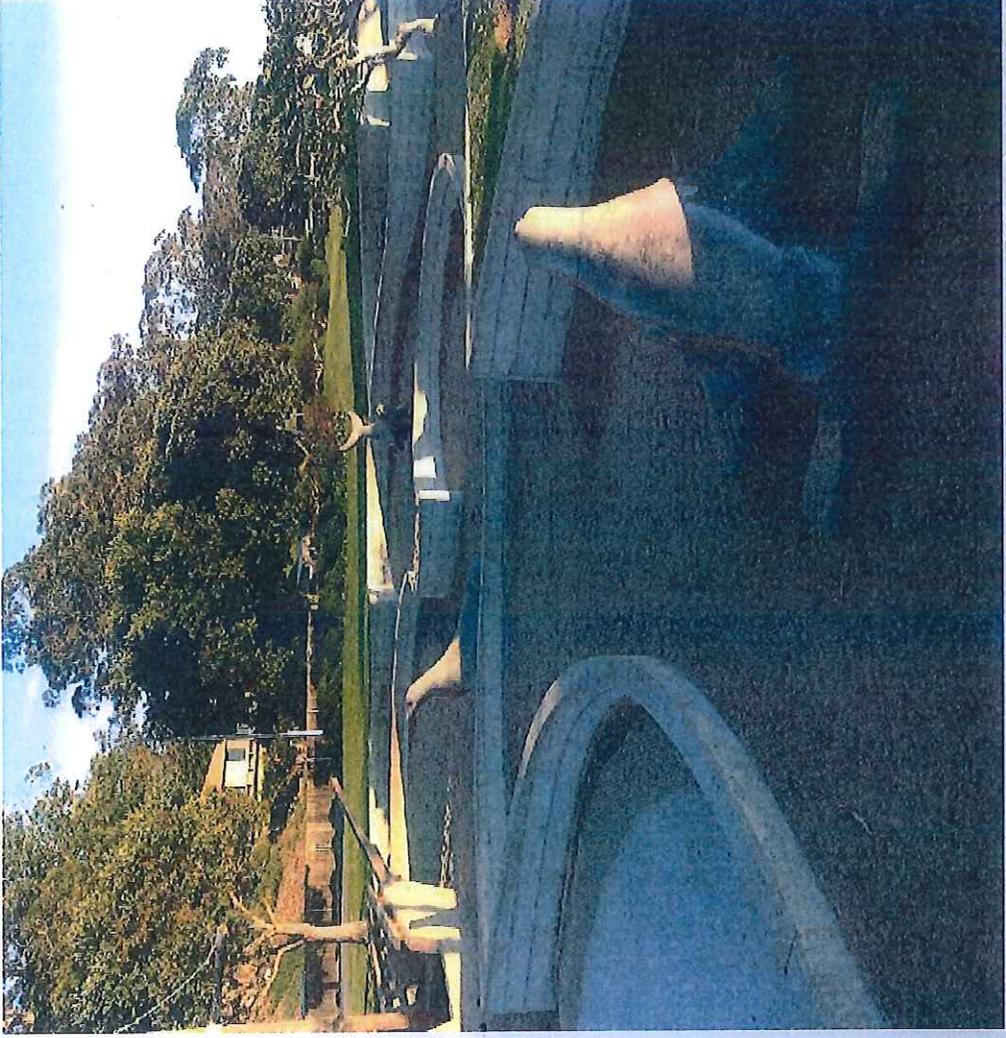
TIDELANDS PLAY AREA



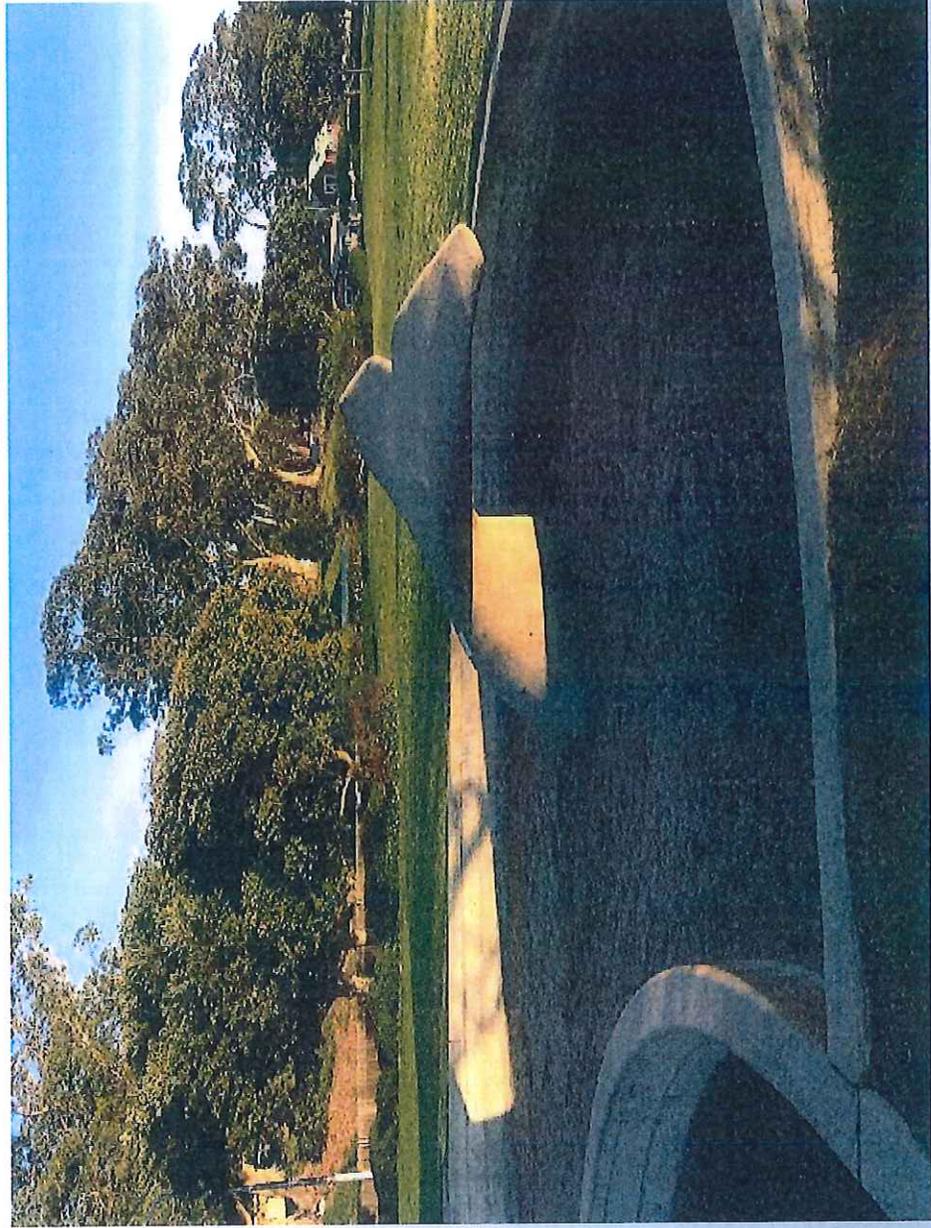
TIDELANDS PLAY AREA



TIDELANDS PLAY AREA - ANIMALS



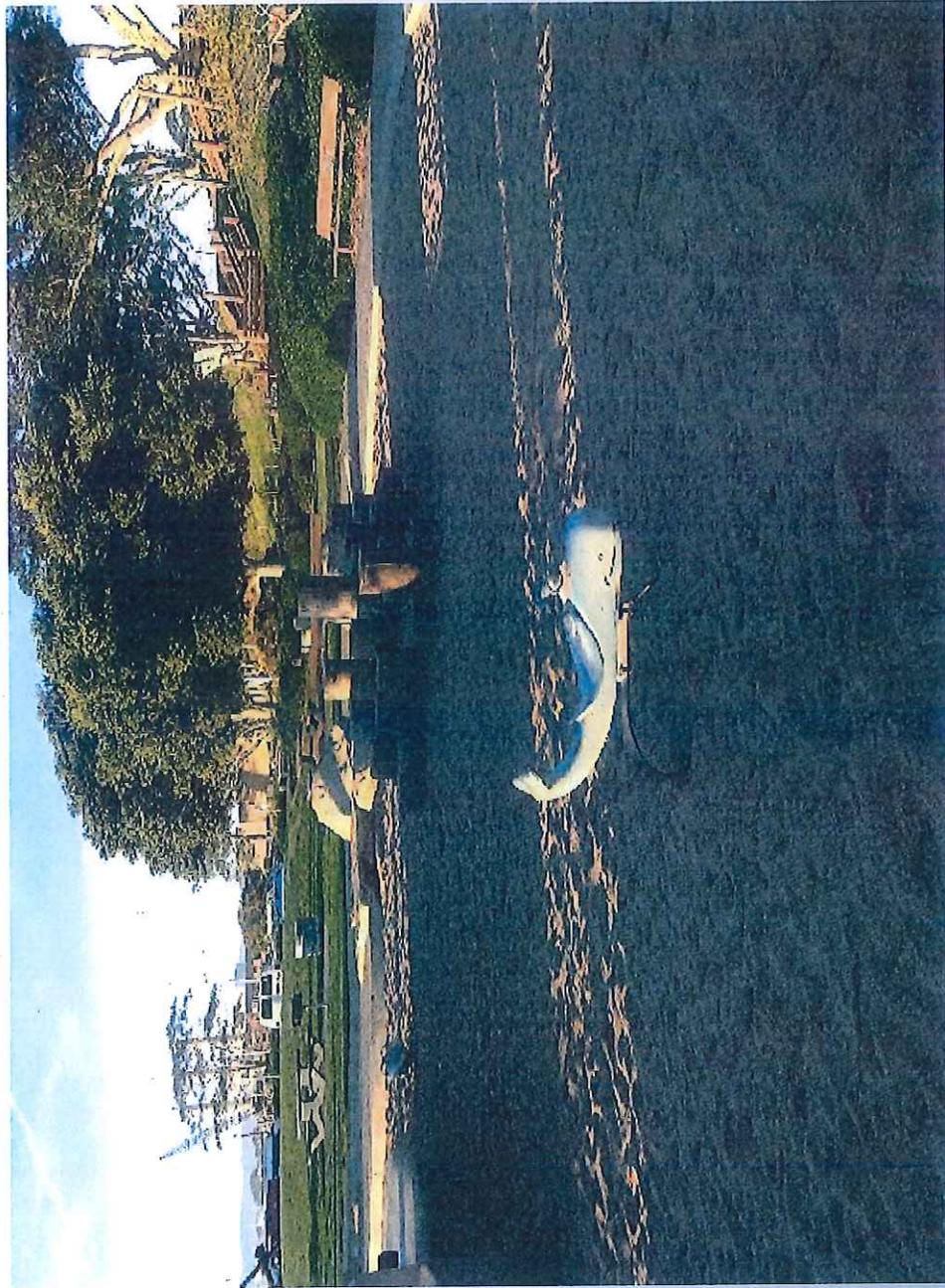
TIDELANDS PLAY AREA – WHALE TAIL



TIDELANDS PLAY AREA

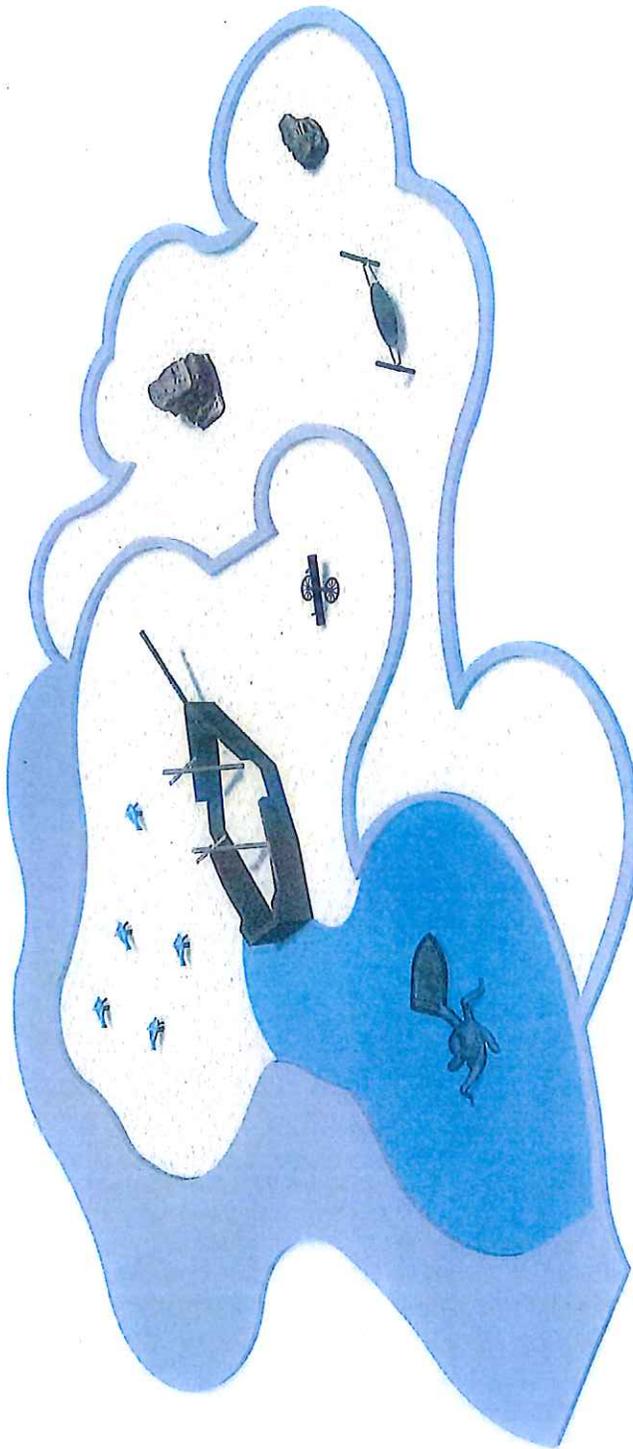


TIDELANDS PLAY AREA



PROPOSED DESIGN

Tidelands Park
October 13, 2014 46463-14



Custom products shown are conceptual only. Estimated manufacturing time: 16 weeks from the time of LSI order acceptance.



Better playgrounds.
Better world.[®]
playlsi.com

Proudly presented by:
Carolynn Jones





AGENDA NO: D-3

Meeting Date: January 15, 2015

Staff Report

TO: Recreation and Parks Commission

DATE: January 12, 2015

FROM: Joseph M. Woods, Recreation and Parks Director

SUBJECT: Election of Chair and Vice-Chair 2015

RECOMMENDATION:

It is recommended that elections for the 2015 Chair and Vice-Chair be held.

BACKGROUND/DISCUSSION:

Each year the Commission elects a Chair and Vice-Chair at its first meeting following the appointment of new Commissioners. The Chair also serves as a Director on the Morro Bay Community Foundation Board of Directors. The 2014 Chair was Drew Sidaris while Tom Coxwell served as Vice-Chair.

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 2015 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.

Prepared By: CE Dept Review: JMW



AGENDA NO: D-4

Meeting Date: January 15, 2015

Staff Report

TO: Recreation and Parks Commission

DATE: January 12, 2015

FROM: Joseph M. Woods, Recreation and Parks Director

SUBJECT: Election of Senior Representative for 2015

RECOMMENDATION:

It is recommended that an election for the 2015 representative to the Morro Bay Senior Citizens, Inc. be held.

BACKGROUND/DISCUSSION:

Each year the Commission elects a representative to be a liaison with the Morro Bay Senior Citizens, Inc. at its first meeting following the appointment of new Commissioners. The representative to the Senior Citizens, Inc. for 2014 was Al Romero.

PROCEDURE:

1. Chair to open the floor to nominations at which time any Commissioner may make a nomination for the representative to the Senior Citizens, Inc.
2. After all nominations for representative to the Senior Citizens, Inc. 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.

Prepared By: CE Dept Review: JMW