



County of Santa Cruz

DEPARTMENT OF PUBLIC WORKS PARKS, OPEN SPACE, AND CULTURAL SERVICES DIVISION

979 17TH AVENUE, SANTA CRUZ, CA 95062

(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

JOHN J. PRESLEIGH
INTERIM DIRECTOR

PARKS AND RECREATION COMMISSION AGENDA

Monday, January 23, 2012
7:00 p.m.
Regular Meeting

Simpkins Family Swim Center
979 17th Avenue
Santa Cruz, CA 95062

- I. CALL TO ORDER / ROLL CALL
- II. AGENDA MODIFICATIONS OR LATE ADDITIONS
- III. CONSENT AGENDA
 - A. Minutes from November 14, 2011 (Approve).....Page 1
 - B. Information and Reports (Accept and File)
 1. Maintenance Section – Status Report.....Page 2
 2. Facilities Section – Status Report.....Page 3
 3. Planning Section – Status Report.....Pages 4-5
 - C. 4. Deferral of report - disc golf at Anna Jean Cummings ParkPage 6
- IV. ORAL COMMUNICATIONS
Opportunity for persons to address the Commission on matters which are within the scope of responsibility of the Commission but not on today's agenda.
- V. DIRECTOR'S REPORT
- VI. REGULAR AGENDA
 - A. INFORMATION ITEMS
 1. Parks and Recreation Commission Web Page Updates
 2. Felt Street Park Construction Update
 3. Felton Covered Bridge Grant Update
 4. PG&E Power Line Reinforcement Project at Pinto Lake Park
 5. Lions Club Trail at Polo Grounds Park
 6. Polo Grounds Recharge Project Update
 7. New Proposition 40 Projects at Ben Lomond Park, Willowbrook Park, and PintoLake Park

B. ACTION ITEMS

1. Parks and Recreation Commission Biennial Report
and Proposed Goals for 2013.....Page 7-11

VII. WRITTEN CORRESPONDENCE

VIII. ADJOURNMENT



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INTERIM DIRECTOR

PARKS & RECREATION COMMISSION Minutes of November 14, 2011, 7:00 p.m. meeting 979 17th Avenue, Room B Santa Cruz, California

I. Present: Katharine Minott, Michael Rosenberg, Dave Mercer, Jim Lang

Staff: Betsey Lynberg, Bob Olson

Excused Absence:

Unexcused Absence:

II. CONSENT AGENDA

Approved minutes of the meeting of June 6, 2011

Motion/Second: Lang/Mercer

AYES: 4

NOES: 0

ABSTAIN: 0

ABSENT: 0

Approved consent agenda of November 14, 2011, meeting – with direction to report back at next meeting on process for review and approval of disc golf at Anna Jean Cummings Park.

Motion/Second: Lang/Mercer

AYES: 4

NOES: 0

ABSTAIN: 0

ABSENT: 0

III. Approved 2012 Meeting Schedule

Motion/Second: Mercer/Lang

AYES: 4

NOES: 0

ABSTAIN: 0

ABSENT: 0

IV. The meeting was adjourned at 8:44 PM.



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JOHN PRESLEIGH
INTERIM DIRECTOR

DATE: January 19, 2012
TO: Parks and Recreation Commission, Arts Commission
FROM: Gretchen Iliff, Maintenance Section
SUBJECT: Status Report for November and December 2011

NORTH COUNTY PARKS (Highlands, Ben Lomond, Felton Covered Bridge, Probation, Michael Gray Field, Quail Hollow Ranch and the North Coast).

- Staff made repairs to the fence at Wilder Hall and replaced the ramp on the Ben Lomond Library.
- North County staff assisted with the annual turf renovation at the athletic fields in November.
- Staff replaced the fencing along the roadway at Quail Hollow Ranch.

MID-COUNTY PARKS (Anna Jean Cummings Park, Government Center, Emeline Complex, Twin Lakes, Brommer, Floral, Coffee Lane, Soquel Lions, Hestwood, Jose Avenue, Winkle Farm, Moran Lake, Maplethorpe, Santa Cruz Gardens, Mid-County beach access areas).

- Felt Street Park opened this month, and staff have begun servicing that facility.
- Staff replaced the fence at Maplethorpe Park.
- Two memorial trees and plaques were installed at Felt St Park.
- Two large trees were removed from Floral Park and a section of the perimeter fence replaced.

SOUTH COUNTY PARKS (Polo Grounds, Valencia Hall, Hidden Beach, Seascape, Aptos Village, South County Beach access areas, Scott Park, Scott Estate, Simpkins Family Swim Center, Aldridge Lane, Mesa Village, Pinto Lake, Willow Brook, Freedom Government Annex).

- Staff assisted with a water re-charge project at Polo Grounds park and worked with volunteers on the installation of 1,500 lineal feet of perimeter pathway.
- Staff replace a retaining wall at Aldridge Lane Park.
- The backflow devise at Pinto lake Park was replaced this month.



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JOHN J. PRESLEIGH
INTERIM DIRECTOR

DATE: January 19, 2012
TO: Parks & Recreation Commission; Arts Commission
FROM: Gretchen Iliff, Facilities Management Section
RE: Status Report on Current Projects

Summary for reservations in the Parks for the months of November 2011 through January 2011 (excluding SFSC):

Rental revenue \$30,550.00

Attendance at Reserved Facilities:

November through January continues the typical off season use of parks with a few weddings, parties and memorial services. Staff estimates that approximately 22,300 park visitors attended events in reserved facilities at County parks.

Center and Meeting Room Rentals in November through January

There were 19 weddings and receptions held at our various Park Centers and 22 meetings. Center and meeting room rental revenues totaled \$9,100.00.

The office has been very busy with inquiries and bookings for weddings and receptions for 2012 events. The summer schedule is quickly filling up.

Athletic Fields:

Athletic fields, both baseball and soccer, closed mid November 2011 for the winter season and annual renovations. They are slated to open in mid-March 2012. Baseball and soccer programs have filled the schedules throughout County Parks' fields. Athletic field reservations continue to be a major source of revenue each year. We look forward to a successful season and continue to work with ongoing leagues that enjoy the Parks facilities.

Memorial Tree and Bench Program:

The Facilities Office oversees the countywide Memorial Tree and Bench Program. Staff is working diligently, in conjunction with the project manager for the East Cliff Parkway Project, to fill the incoming benches and picnic tables that will line the bluffs between Pleasure Point Park and the Hook beach access. This is a very unique opportunity for commemorative benches and picnic tables to be placed along the coastline with such pristine views of the Monterey Bay Marine Sanctuary.

Facilities Office: The Facilities Office has been very busy this off season. While typical off season work includes various projects that include closing out the previous year's paperwork and preparing for the upcoming season, this year the section was particularly impacted after the deletion of a full-time Recreation Supervisor. The Recreation Coordinator position was reclassified into a Program Coordinator position, with duties including full oversight of the Facilities section. Extra-help staff also facilitated in maintaining the high caliber of work and customer service of the section. The office is currently gearing up for another busy year.



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JOHN PRESLEIGH
INTERIM DIRECTOR

DATE: January 19, 2012
TO: Parks and Recreation Commission, Arts Commission
FROM: Bob Olson, Park Planner
SUBJECT: Park Planning Division Status Report

BERT SCOTT ESTATE ROOF REPLACEMENT

Staff will be sending out a Request for Qualifications to various consultants to prepare plans and specifications for removing and replacing the roof at the Bert Scott Estate. It is the intent of staff to have the roof replaced after the rainy season has ended.

FELT STREET PARK

The Contractor has completed all but the punch list items generated by the preliminary final inspections. The park was opened for public use on January 11, 2012. The Grand Opening celebration is tentatively scheduled for early February 2012.

THE FARM PARK

The Farm Park Development was not on the list of approved projects for the remaining RDA fund balance. Therefore, no further development of the Farm Park is planned at this time, with the exception of moving forward with the Proposition 84 Urban Greening Grant Program for the riparian restoration and community garden portions of the Farm Park Project. To move forward, additional funding will be required to construct limited support facilities for the community garden, (parking, water system connections, etc).

FELTON COVERED BRIDGE ROOF RESTORATION

On September 1, 2011, the Parks Department was notified that the Federal Highway Administration awarded funding in FY 2011 under the National Highway Covered Bridge Solicitation Program in the amount of \$248,238. Work will include complete restoration of the Felton Covered Bridge Roof. The last time any major work was done on the roof was back in the mid 1980s. The funding is being coordinated with the Local Programs Unit of Caltrans. Parks staff has completed the necessary form work for the project to be programmed into the FTIP (Federal Transportation Improvement Program). Parks and Public Works staff are working on the PES (Preliminary Environmental Study) and area of project influence for submittal to Caltrans.

MCGREGOR PARK SITE

In June 2011 Parks staff submitted a Concept Proposal to the Prop. 84 Urban Greening Grant Program. Applicants who submit concept proposals that were deemed eligible and competitive were invited to apply with a full application this fall. In September, 2011 Parks staff was notified that the Concept Proposal for McGregor Park was successful in making it through the first round of the selection process. On November 17, 2011, staff submitted a full application for the Urban Greening Grant.

EAST CLIFF PARKWAY PROJECT

Construction is continuing on the East Cliff Parkway Project with the drainage improvements installed, and Phase I and Phase III bike paths installed. The Pleasure Point Park restroom is under construction with the underground, masonry, and roof sheathing complete. The County Public Works Department is managing the project with assistance from Parks staff.

GROUND WATER RECHARGE PROJECT AT POLO GROUNDS

The groundwater recharge project has been substantially completed for both area one and area two. The only item remaining to be completed is the split rail fencing that will enclose both bioretention areas to allow for proper establishment of the plant material. To recap the scope of the project, area one (next to South Polo Drive) included a large rectangular shaped bioretention area and adjacent 20 vertical seepage pits. Area two (closest to the main parking lot) included the construction of a bioretention swale and 12 vertical seepage pits. The project was constructed by The Don Chapin Company with project management provided by County Environmental Health Services and Parks staff.

PROPOSITION 40 UNALLOCATED FUNDING

In July 2011 the Parks Department received notification that the enacted State Budget provided additional time for Proposition 40 grant recipients to complete their projects under the Per Capita and RZH Block Contracts. To date, the Parks Department has utilized all but \$131,119 of the original grant amounts. Parks staff has submitted three new grant applications to the State. The projects include: additional picnic tables at Ben Lomond Park; new poured in place surfacing and tot structure at Willowbrook Park; and a new group picnic area and shelter at Pinto Lake Park.

SIMPKINS FAMILY SWIM CENTER VARIABLE FREQUENCY DRIVE (VFD)

On June 14, 2011, the Board of Supervisors awarded a construction contract to Western Water Features, Inc., from El Dorado Hills in the amount of \$65,000. A Pre-construction Meeting was held on July 25, 2011. The project will include a variable frequency drive control system for the 50-meter pool recirculation pump and the recreation pool recirculation pump. Once installed, the VFD system will help off-set energy costs to operate the pool pumps. The Contractor is currently working on getting final approval for the submittals and shop drawings for the project.

SIMPKINS FAMILY SWIM CENTER POOL ENCLOSURE

As the project proceeded into the concept and feasibility phase, several concerns arose in conjunction with building code requirements and the required procedures for installation and takedown of the pool enclosure. The particular unit that would fit the irregular configuration of the warm water pool requires professional staff to install and remove the 4,700 square foot enclosure. It was determined that the cost to install, operate, and dismantle the pool enclosure was not economically feasible in the current economic climate. Further design work has been discontinued at this time.



JOHN J. PRESLEIGH
INTERIM DIRECTOR

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January 17, 2012

SUBJECT: DEFERRAL OF REPORT ON PROCESS AND STEPS TO ADD DISC GOLF AT ANNA JEAN CUMMINGS PARK

Members of the Parks and Recreation Commission:

As you will recall, a group of students and supporters for the installation of a disc golf course at Anna Jean Cummings Park addressed your Commission during Oral Communications at the November 14, 2011, Commission meeting. At that time Commissioner Lang requested that staff return with the process and steps for adding a disc golf course to the park. Since then the disc golf supporters have conducted outreach to the Soquel Neighbors Alliance, performed site visits to review proposed course layouts, and held a community meeting on January 19, 2012.

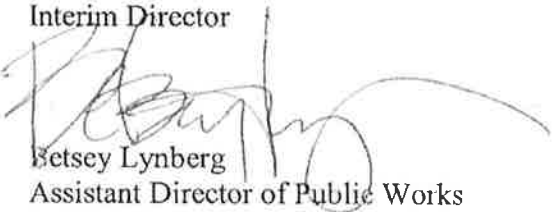
Staff has not received a proposed course layout and therefore requires more time to determine the process and steps for review and consideration of adding a disc golf course at Anna Jean Cummings Park and

It is therefore recommended that this item be deferred to the March 19, 2012, agenda.

Yours truly,

JOHN J. PRESLEIGH
Interim Director

By:


Betsey Lynberg
Assistant Director of Public Works
Parks, Open Space and Cultural Services

BAL:mh

DiscGolf deferral.doc



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JHON J. PRESLEIGH
ITERIM DIRECTOR

PARKS AND RECREATION COMMISSION 2010-2011 BIENNIAL REPORT

ROLE OF THE PARKS AND RECREATION COMMISSION

Assess the needs and resources of the County for parks, open space and cultural services and recommends programs to satisfy those needs.

- I. Advise the Board of Supervisors on matters regarding parks, recreation and open space plans for the County.
- II. Advise the Board of Supervisors on the preservation of historical and cultural resources in the County.
- III. Review the annual budget for Parks, Open Space and Cultural Services, and makes recommendations to the Board of Supervisors.

MEETINGS AND STRUCTURE

The Commission meets on Mondays six times a year at 7:00 p.m., on dates determined by the Commission. Meetings are held at a park site or the Parks, Open Space and Cultural Services Office, 979 17th Avenue, Santa Cruz.\

The Commission is made up of five members, one nominated by each County Supervisor, which operates using the Sturgis Rules of Order and a structure that includes a Chairperson and a Vice-Chairperson. Staff support is provided by the Department of Public Works, Parks, Open Space and Cultural Services Division.

COMMISSION STAFF

Joe Schultz, Parks Director FY 2010/2011

Betsey Lynberg, Assistant Director of Public Works FY 2011/2012

ATTENDANCE

Attachment A displays the attendance of the Commissioners for the past twenty-four months.

2010-2011 Commission Activities and Accomplishments

- * Conducted Public Hearings and Recommended Park Master Plans and Improvement Plans for:
 - Heart of Soquel Conceptual Park Master Plan
 - Chanticleer Neighborhood Park
 - Moran Lake Concept Plan and Monarch Butterfly Habitat Management Plan
 - Floral Park Renovation Plan
 - Ben Lomond Park Improvements

- * Reviewed and approved plans for improvements at the following parks:
 - Scott Park - Play Area and Accessible Parking
 - Brommer Park – Picnic Area
 - Ben Lomond Park – Play Area
 - Felt Street Park –
 - Pinto Lake Park – Disc Golf and Playground
 - East Cliff Drive Parkway

- * Received regular reports regarding participation in and revenues received for various recreation programs and facility rentals.

- * Received regular reports on the activities of the Arts Commission.

- * Received regular reports on the activities of the Parks Maintenance, Planning, and Facilities sections.

- * Reviewed proposed Parks Department Budgets for Fiscal Years 2010/2011 and 2011/2012.

- * Approved change in meeting location to Simpkins Family Swim Center.

- * Wrote letters of support for McGregor Park Urban Greening Grant application.

- * Appointed representatives to the Artificial Turf Committee.

- * Received reports on the status of various park improvement projects including:
 - Anna Jean Cummings Park Soccer Field Renovations
 - Pinto Lake Disc Golf
 - Farm Park
 - Felt Street Park
 - Veteran's Memorial Building
 - Ben Lomond Park Improvements
 - Pinto Lake Playground Project

Proposed 2013 Commission Goals

* Park Facilities

Review and make recommendations regarding proposed park improvements for Felton Covered Bridge Roof Renovation Project; Proposition 40 Improvements at Ben Lomond Park, Willowbrook Park and Pinto Lake Park; Farm Park Proposition 84 Urban Greening Grant Program; McGregor Park, Chanticleer Park, Bert Scott Estate Programming and others, as necessary.

* Recreation Programs

Review and make recommendations regarding proposed youth recreation and senior programs.

* General

Review the FY 2012/2013 and FY 2013/2014 Proposed Budgets and provide recommendations to the Board of Supervisors.

Prepare letter of support as necessary for various grant opportunities.

Support efforts to collaborate with volunteers and other partners to provide parks, recreation, and cultural opportunities.

PARKS AND RECREATION COMMISSION - Attendance 2010

P = Present; E = Excused Absence; U = Un-excused Absence; V = Vacant; R = Resigned; C=Cancelled Meeting

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
District 1							N					N
MICHAEL ROSENBERG	P	P	P	C	C	C	O	P	C	C	P	O
District 2				A	A	A	M		A	A		M
KATHARINE MINOTT	P	P	P	N	N	N	E	P	N	N	P	E
District 3				C	C	C	E		C	C		E
FRANCISCO SERNA	U	P	E	E	E	E	T	E	E	E	E	T
District 4				L	L	L	I		L	L		I
BARBIE GOMEZ	P	E	P	E	E	E	N	P	E	E	E	N
District 5				D	D	D	G		D	D		G
DAVE MERCER	P	U	P					E			P	

PARKS AND RECREATION COMMISSION - Attendance 2011
 P = Present; E = Excused Absence; U = Un-excused Absence; V = Vacant; R = Resigned; C=Cancelled Meeting

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
District 1												
MICHAEL ROSENBERG		P			P	P					P	
District 2	N O		N O	N O			N O	C				N O
KATHARINE MINOTT		P			P	P		A			P	
District 3	M E E E		M E E E	M E E E			M E E E	N C N C				M E E E
JIM LANG					P	P		E E E E			P	
FRANCISCO SERRA		U			R	R		L L L L	R	R	R	
District 4	T I N G		T I N G	T I N G			T I N G	L E D				T I N G
BARBIE GOMEZ		P			U	P			R	R	R	
District 5												
DAVE MERCER		P			P	P					P	

Nov 14, 2011

Dear Santa Cruz Parks Planning Commission:

After hearing about the recent proposal for the Disc Golf Course at Anna Jean Park I wanted to voice a few areas that I hope the Commission will keep in mind.

First, please take some time to understand the extensive history of the Park and how and why it was designated into three distinct areas i.e. Regional, County and Community sections. The guidelines were developed very clearly and would be a critical place to start in locating any proposed activity for Anna Jean Park.

Second, please take into consideration that the Soquel Community appreciates "fair process" when it comes to changing, proposing or implementing changes in the community and especially the Anna Jean Park. This means proper notification to all.

Third, please take into consideration that whether it's a Disc Golf Course, Dog Park, Skate Park, Boccie Ball Court or model airplane airstrip, that is being proposed, that the existing legal park plan and its mission statement, must be taken into account.

Thanks you for your consideration,

Lisa Sheridan



County of Santa Cruz

BOARD OF SUPERVISORS

701 OCEAN STREET, SUITE 500, SANTA CRUZ, CA 95060-4069
(831) 454-2200 • FAX: (831) 454-3262 TDD: (831) 454-2123

JOHN LEOPOLD
FIRST DISTRICT

ELLEN PIRIE
SECOND DISTRICT

NEAL COONERTY
THIRD DISTRICT

GREG CAPUT
FOURTH DISTRICT

MARK W. STONE
FIFTH DISTRICT

AGENDA: 12/6/11

November 21, 2011

BOARD OF SUPERVISORS
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

RE: APPOINTMENT TO PARKS AND RECREATION COMMISSION

Dear Members of the Board:

I recommend the appointment of Steven Bennett to the Parks and Recreation Commission, in accordance with County Code Section 2.70.030, for a term to expire April 1, 2015.

Sincerely yours,

GREG CAPUT, Supervisor
Fourth District

GC:pmg

cc: Steven Bennett
✓ Parks and Recreation Commission

1209C4

APPOINTED

12-6-11