

**AGENDA**  
**PARKS, RECREATION AND BEAUTIFICATION COMMISSION**  
**GROVER BEACH CITY HALL – COUNCIL CHAMBERS**  
**154 SOUTH EIGHTH STREET**  
**GROVER BEACH, CALIFORNIA**  
**THURSDAY, MARCH 17, 2022, 6:00 PM**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting, please contact the City Clerks Office (805) 473-4567) at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting.*

**Meetings can be viewed on Channel 20. Members of the public may call (805)-321-6639 to provide public comment via phone (the phone line will open just prior to the start of the meeting at 6:00 PM) or written public comments can be submitted via email to [gbadmin@groverbeach.org](mailto:gbadmin@groverbeach.org) prior to the meeting start time of 6:00 PM. If submitting written comments in advance of the meeting, please note the agenda item. Written comments will be read out loud during the Commission meeting on the appropriate agenda item subject to the customary 3-minute time limit.**

**CALL TO ORDER**

**FLAG SALUTE**

**ROLL CALL** Commission Members Kassi Dee, Donna De La Rosa, Sage Lysobey, Kara Ramirez, and Chair Jeff Al-Mashat

**PUBLIC COMMUNICATIONS**

Any member of the public may address the Commission for a period not to exceed three minutes total on any item of interest within the jurisdiction of this Commission. The Commission will listen to all communications; however, in compliance with the Brown Act, the Commission cannot act on items not on the agenda.

**CONSENT AGENDA**

The following routine items listed below are scheduled for consideration as a group. Recommendations for each item are noted in parentheses. Members of the audience may speak on any item(s) listed on the Consent Agenda. Any Commissioner or the Director may request that an item be withdrawn from the Consent Agenda to allow for full discussion.

**1. Minutes of the Parks, Recreation and Beautification Commission Special Meeting on February 17, 2022.**

**(Recommended Action)**: Approve the minutes as submitted or revised.)

VOICE VOTE

**2. Parks & Recreation Monthly Reports Through February 2022**

**(Recommended Action)**: Receive an update on Parks & Recreation Monthly Facility and Special Event Reports)

VOICE VOTE

### **REGULAR BUSINESS**

**3. Parks & Facilities Future Needs Assessment for Capital Improvement Project (CIP) Recommendations to City Council**

**(Recommended Action:** Staff recommends the Parks, Recreation and Beautification Commission receive information regarding parks and facilities improvements and provide recommendations for forwarding new CIP recommendations to City Council.)

**4. Beautification Award Nominations**

**(Recommended Action:** Review the nominated addresses to be considered for Beautification Awards.

### **COMMISSION COMMUNICATIONS**

#### **STAFF COMMUNICATION**

- Discuss Upcoming Events

#### **PUBLIC COMMUNICATION**

#### **ADJOURNMENT**

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Staff reports or other written materials relating to each item of business referred to on this agenda are available from the City website [www.groverbeach.org](http://www.groverbeach.org) and on file in the City Clerk's Office. Related materials submitted after distribution of the agenda packet are available in the City Clerk's Office during normal business hours. If you have questions regarding any agenda item, please contact the appropriate City Department. Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the City Council and distributed subsequent to distribution of the agenda packet will be made available for public inspection in the City Clerk's Office during normal business hours.

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Note: This agenda was prepared and posted pursuant to Government Code Section 54954.2. 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 City Hall for any revisions or call the City Clerk's Office at (805) 473-4567 for more information.

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The agenda and staff reports are also available on the City's website: [www.groverbeach.org](http://www.groverbeach.org)

**MEETING**  
**PARKS, RECREATION AND BEAUTIFICATION COMMISSION**  
**THURSDAY, FEBRUARY 17, 2022 at 6:00 P.M.**  
*Via Teleconference*

**CALL TO ORDER** Chair Al-Mashat called the meeting of the Parks, Recreation and Beautification Commission to order at 6:02 p.m. with Commissioners teleconferencing.

**ROLE CALL**           **Commissioners:** Kassie Dee, Donna De La Rosa, Kara Ramirez and Chair Jeff Al-Mashat were present via video conference. Commissioner Sage Lysobey was not present.

**City Staff:**           Parks and Recreation Director Kathy Petker, Recreation Coordinator Madison Ochotorena, City Clerk Wendi Sims and Deputy City Clerk-PRBC Secretary Nicole Retana were also present via teleconference.

**FLAG SALUTE**       The flag salute was led by all present.

**PUBLIC COMMUNICATIONS:**

Chair Al-Mashat opened the floor to any member of the public calling into the meeting on the teleconference line (805) 321-6639, for comment on items of interest which were within the jurisdiction of the Commission, but were not listed on the agenda. No one responded and the Chair closed the Public Communication segment for this portion of the meeting.

**CONSENT AGENDA**

Chair Al-Mashat opened public comment on this matter. No public comments were received at this time and Chair Al-Mashat closed public comment.

1.     **Minutes of the Parks, Recreation and Beautification Commission Meeting on Thursday, January 20, 2022**
2.     **Parks & Recreation Monthly Reports through January 2022**

**Action:** It was motioned by Commissioner De La Rosa and seconded by Commissioner Dee to approve Consent Agenda Item Numbers 1, and 2 as recommended. The motion passed unanimously via voice vote.

**REGULAR BUSINESS**

3.     **Parks & Facilities Assessment**

Chair Al-Mashat read the title to the forgoing item and introduced Parks and Recreation Director Petker.

Parks and Recreation Director Petker presented staff report reviewing the City's Parks and Facilities.

Chair Al-Mashat opened public comment on this matter. No public comments were received at this time and Chair Al-Mashat closed public comment.

**Action:** The Commission reviewed the status of the Parks, and Recreation facilities for improvements and forwarded this information to City Council.

#### **4. Beautification Award Nomination Process**

Chair Al-Mashat read the title to the forgoing item and introduced Parks and Recreation Director Petker.

Parks and Recreation Director Petker presented staff report discussing the Beautification Award nomination process.

Chair Al-Mashat opened public comment on this matter. No public comments were received at this time and Chair Al-Mashat closed public comment.

**Action:** The Commission revived the information regarding the process of nominating a Beautification Award for residential and business properties within the City of Grover Beach.

#### **COMMISSION COMMUNICATIONS**

Chair Al-Mashat discussed the fence painting at Mentone Basin Park and suggested if any of the Commissioners where available for any future activities to try to attend.

#### **STAFF COMMUNICATION**

Parks & Recreation Director Petker reviewed the follow up report, discussing the Winter/Spring Activity Guide distribution, City Council results to approve new pilot program for pickleball courts at Mentone Basin Park tennis court, and the CA Parks & Recreation Conference in March. She also discussed upcoming Arbor Day activities and the receipt of a public grant donation of 50 trees.

Recreation Coordinator Ochotorena discussed the results of the Volunteer Recognition Event and the upcoming Mother & Son Dinner & Dance on May 13<sup>th</sup>, 2022.

#### **PUBLIC COMMUNICATION**

Chair Al-Mashat opened public comment on this matter. No public comments were received at this time and Chair Al-Mashat closed public comment.

**ADJOURNMENT**

Chair Al-Mashat adjourned the meeting at 6:52 p.m.

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JEFF AL-MASHAT, CHAIR

Attest:

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SECRETARY TO THE PARKS, RECREATION AND BEAUTIFICATION COMMISSION  
NICOLE RETANA, DEPUTY CITY CLERK  
(Approved at PRBC Meeting )

DRAFT



## **PARKS, RECREATION AND BEAUTIFICATION STAFF REPORT**

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**TO:** Parks, Recreation and Beautification Commission

**DATE:** March 17, 2022

**FROM:** Parks & Recreation Director Kathy Petker

**PREPARED BY:** Madison Ochotorena, Recreation Coordinator

**SUBJECT:** Parks & Recreation Monthly Reports Through February 2022

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### **RECOMMENDATION**

Receive an update on Parks & Recreation Department monthly classes, park and facility rentals and special events.

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### **BACKGROUND**

Each month the Parks & Recreation Department staff tracks the registrations for paid classes, revenue received for facility and park rentals, participant and volunteer numbers for events, tracking of sponsor funds, as well as a list of special events. Please note that these reports are based on the City's fiscal year calendar.

### **FISCAL IMPACT**

The Department continues to realize increases of revenues as a result of reopening of classes and parks and facilities rentals.

### **ALTERNATIVES**

The Commission has the following alternative to consider:

1. Receive an update on Parks & Recreation Monthly Reports.
2. Provide alternative direction to staff.

### **PUBLIC NOTIFICATION**

The agenda was posted in accordance with the Brown Act.

### **ATTACHMENTS**

1. Facility and Special Events Monthly Reports







Grover Beach Parks & Recreation

P - Participant V - Volunteer

FY 2022

REVENUE							JUL		AUG		SEP		OCT		NOV		DEC	
SPECIAL EVENT	TOTAL DEPT. BUDGET FOR SPECIAL EVENTS	SPONSORS/ DONATIONS	SALES/ REGIST	TOTAL REVENUE	EXPENSES	BALANCE OF EVENT BUDGET PLUS TOTAL REVENUE MINUS EXPENSES	P	V	P	V	P	V	P	V	P	V	P	V
	\$31,000.00																	
Summer Concert Series	July-August	\$20,000.00	\$6,071.70	\$6,221.70	\$10,369.00	\$26,852.70	0	4	0	0	0	0	*Note: Monthly Participant & Volunteer numbers are cumulative based on approx. weekly					
9/11 Memorial Event	Sept 11th	\$0.00	\$0.00	\$0.00	\$0.00	\$26,852.70					0	0						
Annual Dune Run Run & Walk	Sept 19th	\$0.00	\$1,678.00	\$0.00	\$1,500.00	\$25,352.70				64	10							
Movie Night - SEP	Sept 18th	\$0.00	\$40.00	\$0.00	\$35.00	\$25,317.70				0	0							
Movie Night - OCT	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$25,317.70						0	0					
Cal Poly Basketball Clinic	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$25,317.70						0	0					
Cal Poly Tennis Clinic Men's Team	N/A	\$0.00	\$0.00	\$0.00	\$0.00	\$25,317.70						0	0					
Carved Pumpkin / Halloween Activities (* see note below)	Oct-Friclosest to 31st	\$0.00	\$0.00	\$0.00	\$1,844.50	\$23,473.20						400	25					
Thanksgiving Thankfulness Contest	November month	\$200.00	\$0.00	\$0.00	\$0.00	\$23,473.20												
Cal Poly Tennis Clinic Women's Team	November	\$0.00	\$0.00	\$0.00	\$0.00	\$23,473.20								0	0			
Tree Light Ceremony	December 4th	\$0.00	\$0.00	\$0.00	\$41.05	\$23,432.15												
Santa's Workshop	Dec- 1st Sat	\$0.00	\$0.00	\$0.00	\$631.07	\$22,842.13											0	0
Holiday of Lights Contest	Dec 1-10	\$0.00	\$0.00	\$0.00	\$101.77	\$23,330.38											0	0
Annual Holiday Parade (**see note below)	Dec- 4 Sat	\$0.00	\$0.00	\$0.00	\$3,511.97	\$19,330.16											0	0

REVENUE							JAN		FEB		MAR		APR		MAY		JUN	
SPECIAL EVENT	BUDGET	SPONSORS/ DONATIONS (includes in-kind)	SALES/ REGIST	TOTAL REVENUE	EXPENSES	BALANCE OF EVENT BUDGET PLUS TOTAL REVENUE MINUS EXPENSES	P	V	P	V	P	V	P	V	P	V	P	V
							Volunteer Recognition Night	Feb 18th, 2022	\$0.00	\$0.00	\$0.00							
Arbor Day Celebration		\$0.00	\$0.00	\$0.00														
Paint and Play with Mom	May 13th, 2022	\$0.00	\$0.00	\$0.00														
Spring Garden Tour		\$0.00	\$0.00	\$0.00														
Summer Concert Series	June 5- August 21	\$0.00	\$6,071.70	\$0.00														

\* Note: In-kind donations of hot dogs, candy, chips, water, not included with sponsor/donation figures.

\*\* Note: Direct expenses does not include staff time



## PARKS, RECREATION AND BEAUTIFICATION STAFF REPORT

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**TO:** Parks, Recreation and Beautification Commission

**DATE:** March 17, 2022

**FROM:** Parks & Recreation Director Kathy Petker

**PREPARED BY:** Parks & Recreation Director Kathy Petker

**SUBJECT:** Parks & Facilities Future Needs Assessment for Capital Improvement Project (CIP) Recommendations to City Council

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### **RECOMMENDATION**

Staff recommends the Parks, Recreation & Beautification Commission receive information regarding parks and facilities improvements and provide recommendations for forwarding new CIP recommendations to City Council.

### **BACKGROUND**

The Parks & Recreation and Public Works Departments conduct regular parks and facilities assessments to identify projects to be included for future improvements. From the list, staff reviews City parks and community centers, including the inspection of accessibility compliances. Generally, CIPs are projects that are anticipated and planned for future needs. A status report of current City Council approved CIP projects that exceed \$50,000 are listed below. At its February Parks, Recreation & Beautification Commission (PRBC) meeting, the Commission received a report regarding current park CIPs. Staff has included suggestions for new CIP projects for City parks and facilities, respectively.

### **PARKS**

#### **16<sup>th</sup> Street Park**

New playground equipment installed in 2021 with ADA access and poured-in-place surfacing, restroom renovations and additional park lighting standards. The park also includes a softball field, horseshoe pits, volleyball pole standards, large group picnic area.

#### ***New CIP Consideration(s)***

1. New softball field at south/east side
2. Other

#### **Mentone Basin Park**

The drainage basin area is open to the public during dry months for recreational purposes. Improvements included new parallel parking and a DG (decomposed granite) walking path. The City made repairs and replaced broken panels to the fence surrounding the basin. Local Rotary clubs and community volunteers painted 50% of the fence surrounding the basin, approximately 600 feet. A

pilot program for temporary pickleball courts will be implemented for six months to determine interest and will begin in late March.

***New CIP Consideration(s)***

- Develop the corner of S. 16<sup>th</sup> St. and Trouville Avenue with a new sports court, ie: pickleball
- Installation of stationary exercise equipment spaced around the park for workout stations

**Ramona Garden Park & Facility**

Completion of the park master plan design designating a new playground within the first phase of construction; other improvements proposed would include an expansion of the amphitheater and stage, removal of the gazebo was completed recently; removal of water feature and bridge, new restrooms, additional equipment storage for City events, an outdoor classroom, a walking path and an adult fitness exercise area.

***New CIP Consideration(s)***

1. To be determined

**FACILITY**

**Grover Beach Community Center**

General maintenance and improvements and new paint have been completed including ADA accessible doors.

***New CIP Consideration(s)***

- Building entry way signage
- Replacement of dated preschool playground equipment, surfacing and removal of underutilized large barbecue pit
- Additional storage structure for special event equipment

**FISCAL IMPACT**

Projects are funded through several accounts including the General Fund, grants, donations, parks construction and park facility impact fees. Staff collaborates with Public Works for project cost estimates. Final fiscal impacts will be determined for City Council.

**ALTERNATIVES**

The Commission has the following alternative to consider:

1. Staff recommends the Parks, Recreation & Beautification Commission receive information regarding parks and facilities improvements and provide recommendations for forwarding to City Council.
  2. Provide alternative direction to staff.
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**PUBLIC NOTIFICATION**

The agenda was posted in accordance with the Brown Act.

**ATTACHMENT**

1. Capital Improvement Program - Park and Facilities Projects and Descriptions



# CAPITAL IMPROVEMENT PROGRAM

## CIP 1251: MENTONE BASIN PARK IMPROVEMENTS



**Project Type:** Parks / Community Service

**Location:** Mentone Basin Park

**Project Manager:** Greg Ray

**Project Phase:** Construction

**Estimated  
Completion Date:** FY26

**Project started in a  
previous FY:** ✓

**Total Project Cost:** \$283,813

### Description or Justification

The phased project includes upgrades to the sports court areas, opening of the basin for public use, and developing the former Carolan House Site (FY26). Install permanent fence and trash capture devices at inlets/outlets at basin. Consider incorporating a DG Path and reconfiguring the parking on Trouville; coordinate with the street project in FY22

### City Council Goals

Streets and Other Capital Improvements - improve other infrastructure such as City Parks, recreation facilities and other public buildings.

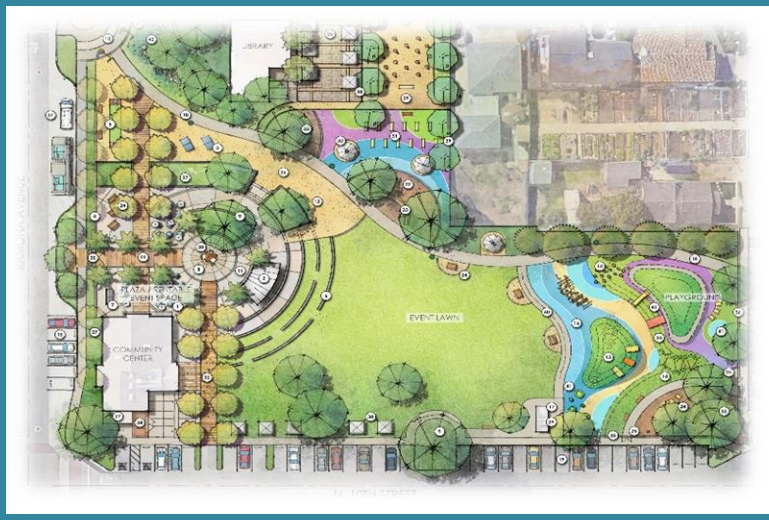
Project Financing	FY 2020 Actual	FY 2021 Estimated Actual	FY 2021 Estimated Balance	FY 2022 Budget	FY 2023 Budget	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
<b>Project Expenditures</b>								
Design	\$1,345							\$30,000
Construction	\$76,738			\$50,000				\$120,000
Management	\$5,730							
Contingency								
<b>Expenditure Totals</b>	<b>\$83,813</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>
<b>Funding Source(s)</b>								
General Fund (01)				\$50,000				\$150,000
Parks Construction (10)	\$5,730							
Parks Facility DIF (56)	\$78,083							
<b>Funding Totals</b>	<b>\$83,813</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>

### Evaluation Criteria

	SATISFY		SATISFY
City Council goal:	✓	Alleviates substandard conditions or deficiencies:	✓
Identified in Planning document/study:		Provides incentive to economic development:	
Improves quality of existing services:		Responds to Federal or State requirement:	
Addresses public health / safety need:		Grant eligible:	
Reduces long-term operating costs:		Other:	

# CAPITAL IMPROVEMENT PROGRAM

## CIP 1259: RAMONA GARDEN PARK REHABILITATION



**Project Type:** Parks / Community Service

**Location:** Ramona Garden Park

**Project Manager:** Erin Wiggin

**Project Phase:** Design

**Estimated Completion Date:** FY30

**Project started in a previous FY:**

**Total Project Cost:** \$4,800,000

### Description or Justification

Implement the master plan that was completed in FY21. Construction elements include a playground (potentially including water play), an amphitheater, a plaza, new park restrooms, an addition to the building, a new park entrance, an outdoor classroom, a walking path and an adult fitness area. FY22 includes construction documents for the phased project; Phase 1 is the playground for FY24 and FY25.

### City Council Goals

Streets and Other Capital Improvements - improve other infrastructure such as City Parks, recreation facilities and other public buildings.

Project Financing	FY 2020 Actual	FY 2021 Estimated Actual	FY 2021 Estimated Balance	FY 2022 Budget	FY 2023 Budget	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
<b>Project Expenditures</b>								
Design				\$234,000				
Construction						\$800,000	\$500,000	\$250,000
Management								
Contingency								
<b>Expenditure Totals</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$234,000</b>	<b>\$0</b>	<b>\$800,000</b>	<b>\$500,000</b>	<b>\$250,000</b>
<b>Funding Source(s)</b>								
General Fund (01)						\$800,000	\$500,000	\$250,000
Parks Construction (10)				\$9,000				
Parks Facility DIF (56)				\$225,000				
<b>Funding Totals</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$234,000</b>	<b>\$0</b>	<b>\$800,000</b>	<b>\$500,000</b>	<b>\$250,000</b>

### Evaluation Criteria

	SATISFY		SATISFY
City Council goal:	✓	Alleviates substandard conditions or deficiencies:	✓
Identified in Planning document/study:	✓	Provides incentive to economic development:	✓
Improves quality of existing services:	✓	Responds to Federal or State requirement:	
Addresses public health / safety need:		Grant eligible:	✓
Reduces long-term operating costs:		Other:	

# CAPITAL IMPROVEMENT PROGRAM

## CIP 1260: SKATE PARK IMPROVEMENTS



**Project Type:** Parks / Community Service

**Location:** Skate Park

**Project Manager:** Erin Wiggin

**Project Phase:** Design

**Estimated  
Completion Date:** FY24

**Project started in a  
previous FY:**

**Total Project Cost:** \$328,000

### Description or Justification

Updates to the skate park include removing the turf, concrete improvements, providing lighting and demolition/removal of the kiosk.

### City Council Goals

Streets and Other Capital Improvements - improve other infrastructure such as City Parks, recreation facilities and other public buildings.

Project Financing	FY 2020 Actual	FY 2021 Estimated Actual	FY 2021 Estimated Balance	FY 2022 Budget	FY 2023 Budget	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
<b>Project Expenditures</b>								
Design								
Construction				\$228,000	\$100,000			
Management								
Contingency								
<b>Expenditure Totals</b>	\$0	\$0	\$0	\$228,000	\$100,000	\$0	\$0	\$0
<b>Funding Source(s)</b>								
General Fund (01)				\$228,000	\$100,000			
Parks Construction (10)								
Parks Facility DIF (56)								
<b>Funding Totals</b>	\$0	\$0	\$0	\$228,000	\$100,000	\$0	\$0	\$0

### Evaluation Criteria

	SATISFY		SATISFY
City Council goal:	✓	Alleviates substandard conditions or deficiencies:	✓
Identified in Planning document/study:	✓	Provides incentive to economic development:	✓
Improves quality of existing services:	✓	Responds to Federal or State requirement:	
Addresses public health / safety need:		Grant eligible:	✓
Reduces long-term operating costs:		Other:	





## PARKS, RECREATION AND BEAUTIFICATION STAFF REPORT

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**TO:** Parks, Recreation and Beautification Commission

**DATE:** March 17, 2022

**FROM:** Parks & Recreation Director Kathy Petker

**PREPARED BY:** Parks & Recreation Director Kathy Petker

**SUBJECT:** Beautification Award Nominations

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### **RECOMMENDATION**

The Commission is requested to review the nominated addresses to be considered for Beautification Awards.

### **BACKGROUND**

Nominations will be reviewed by members of the Commission and voted on merits during the Commission meeting. Commissioners and residents are encouraged to nominate residents for a Beautification Award.

### **DISCUSSION**

The PRBC is encouraged to canvas their assigned zone areas and seek out beautification efforts at residential and business addresses. There are several criteria used when looking for properties to honor, including:

- Visual appearance of beautification
- Maintenance improvements that beautify the property
- Architectural excellence and creativity

Beautification Nominations:

- 1389 Saratoga Avenue
- 781 Highland
- 938 Trouville Avenue
- 568 Seabright Avenue

Citizens who would like to recognize fellow neighbors or local businesses for their beautification efforts are encouraged to submit a nomination form from the City's website, [www.groverbeach.org](http://www.groverbeach.org), email the Parks, Recreation Department, [gbparks@groverbeach.org](mailto:gbparks@groverbeach.org), or call the office directly, (805) 473-4580.

**FISCAL IMPACT**

Minimal fiscal impact for miscellaneous supplies to provide awards and recognition signs.

**ALTERNATIVES**

The Commission has the following alternative to consider:

1. Staff recommends the Parks, Recreation & Beautification Commission review addresses to determine merits of a Beautification Award.
2. Provide alternative direction to staff.

**PUBLIC NOTIFICATION**

The agenda was posted in accordance with the Brown Act.

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