



# AGENDA

## Meeting of the Scotts Valley Parks and Recreation Commission

**Date: June 19, 2014**

**Time: 6:00 p.m.**

<b>CITY OF SCOTTS VALLEY</b> 1 Civic Center Drive Scotts Valley, CA 95066 (831) 438-3251	<b>MEETING LOCATION</b> Recreation Division Offices 361 Kings Village Road Scotts Valley, CA 95066	<b>POSTING:</b> The agenda was posted 6-16-14 at City Hall, SV Senior Center, SV Recreation Offices and on the Internet at <a href="http://www.scottsvalley.org">www.scottsvalley.org</a> .
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<b><i>Council Appointed Commissioners</i></b> <i>Eric Seib, Chair</i> <i>Wendy Brannan, Board Member</i> <i>David Sanguinetti, Board Member</i> <i>Pam Smith, Board Member</i> <i>Nick Thelen, Board Member</i>	<b><i>City Staff Members</i></b> <i>Scott Hamby, Public Works Director</i> <i>Kristin Ard, Recreation Division Manager</i> <i>Carol O'Neil, Administrative Secretary</i>
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### **Notice regarding Parks and Recreation Commission Meetings:**

The Parks and Recreation Commission is scheduled to meet on the 3<sup>rd</sup> Thursday of each month at 6:00 pm in the Recreation Division offices located at Skypark Park located at 361 Kings Village Road, Scotts Valley, CA 95066.

### **Agenda and Agenda Packet Materials:**

The Parks and Recreation Commission agenda is available for review by 5:00 pm the Monday before the Thursday meeting on the Internet at the City's website: [www.scottsvalley.org](http://www.scottsvalley.org) and in the registration office of the Recreation Office, located 361 Kings Village Road, Scotts Valley, CA. Pursuant to Government Code 54957.5, materials related to an agenda item, submitted after distribution of the agenda packet, are available for public inspection in the registration office of the Recreation Office during normal business hours, Monday-Friday, 8:00 am to 5:00 pm. In accordance with AB 1344, such documents will be posted on the City's website at [www.scottsvalley.org](http://www.scottsvalley.org).

**CALL TO ORDER**            6:00 p.m.

**ROLL CALL**

### **PUBLIC COMMENT TIME**

This portion of the agenda is reserved for discussion by the public of items which are **NOT** agendized. No action may be taken by the commission except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the commission to be concise and to the point. All speakers are requested to sign their name at the podium so their name may be accurately recorded in the minutes of the meeting. A time limit of three minutes per individual will be allowed.

## **ALTERATIONS TO CONSENT AGENDA**

(Commissioners can remove or add items to the Consent Agenda.)

## **CONSENT AGENDA**

(The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any item may do so by raising their hand to be recognized by the Chair.)

- A. Approve Parks and Recreation Commission special meeting minutes of 5-15-14

## **ALTERATIONS TO REGULAR AGENDA**

(Commissioners can remove or add items to the Regular Agenda.)

## **REGULAR AGENDA**

(Persons wishing to speak on any item may do so by raising their hand to be recognized by the Chair.)

1. Off-Leash Dog Owners – staff report
2. Recreation Division Park and Program Update - staff report

## **FUTURE AGENDA ITEMS**

1. Octagon Building

## **ADJOURNMENT**

The City of Scotts Valley does not discriminate against persons with disabilities. The Commission meeting locations are accessible facilities. If you wish to attend a Commission meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the Recreation Office at 831-438-3251 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a Commission meeting be available in an alternative format consistent with a specific disability, please call the Recreation Office. The California State Relay Service (TTY/VCO/HCO to Voice: English 1-800-735-2929, Spanish 1-800-855-3000; or, Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.

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**CITY OF SCOTTS VALLEY  
PARKS AND RECREATION COMMISSION  
MEETING MINUTES  
May 15, 2014**

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**CALL TO ORDER:**           **6:00pm**

**ATTENDANCE:**           Commissioner Seib, Chair  
                          Commissioner Brannan  
                          Commissioner Sanguinetti

**ABSENT:**                 Commissioner Smith  
                          Commissioner Thelen

**STAFF:**                 Recreation Division Manager, Ard  
                          Public Works Director, Hamby  
                          Administrative Secretary, O'Neil

**GUESTS:**

**PUBLIC COMMENT**

Bob White, Skypark resident, recounted a dog attack incident along the Linear Trail on April 1. He distributed a copy of the City's Municipal Code regarding animal nuisance. Commissioner Brannan spoke about a recent news report about a lawsuit between the City of Watsonville and family of a child injured in a park accident.

**CONSENT AGENDA**

Approve minutes of Special Meeting, April 24, 2014.  
M/S: Brannan/Sanguinetti  
Approve: 3/0/2 absent

**ALTERATIONS TO REGULAR AGENDA**

None

**REGULAR AGENDA**

**Recreation Division Park and Program Update**

RDM Ard met recently with the City Manager, and reported an increase in revenue in all areas of the Recreation Division. She attended a comprehensive 4-day Disaster Preparedness Training last week with four other City employees. The project to replace the sand at Hocus Pocus Park with wood chips was successfully completed last week by the maintenance department.

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RDM Ard spoke with the City Attorney regarding changes in city ordinances or state laws relating to parks. She learned that the City Clerk reports any changes in city ordinances to department heads, and the City Attorney notifies them of changes in state law.

### **Lennar Meeting for Playground Timeline and Parameters**

RDM Ard introduced a draft of recreation projects/needs for the Commissioners to review. Discussion produced other items to add to the list. Commissioner Sanguinetti suggested that the complete list be emailed to Commissioners, who will rank items on the list according to priority. A prioritized list will then be finalized at the next meeting for presentation to City Council.

Commissioners asked RDM Ard to get clarification regarding the use of Park Impact Fees to improve existing parks or fund new developments in existing parks.

### **Community Garden Update**

RDM Ard met with the city attorney and presented the Community Garden Rules and Regulations and application form with noted changes. Commissioners discussed announcing and publicizing the application process.

**M/S: Sanguinetti/Seib**

**To approve the Community Garden Rules and Regulations, the Application Form, and the rental fees, as recommended by staff.”**

**Approved: 3/0/2 absent**

### **City Smoking Ordinance and Electronic Cigarettes**

RDM Ard reported that smoking is not allowed in City parks or in the parking lots. She said that City Council amended the ordinance to include electronic cigarettes on April 16, to take effect 30 days from that date.

### **Octagon Building Relocation**

Commissioner Brannan explained that the Scotts Valley Historical Society would like to have the Octagon Building relocated to MacDorsa Park adjacent to Scott House. They envision developing it into a museum site. Commissioner Sanguinetti asked for clarification regarding the Commission's involvement in the project.

### **Future Agenda Items**

**Next Meeting: June 19, 2014**

**Adjourned: 8:00pm**

**City of Scotts Valley**  
**PARKS AND RECREATION COMMISSION STAFF REPORT**

**DATE:** June 19, 2014  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**SUBJECT:** **Off Leash Dog Owners**

**SUMMARY OF ISSUE**

Members of the community have voiced concerns regarding dog owners not keeping their dogs on leash while in public parks. RDM Ard is working closely with SVPD to get control of the issue. PD suggested that signs be posted to make the public aware of enforcement. Signs have been ordered, a sample is attached for review. PD has increased patrols through the parks, responds to calls from Parks and Recreation and the public, and has compiled a list of owners who allow their dogs to be off leash.

Chief Weiss from Scotts Valley Police Department will be attending the Park and Rec Commission meeting for the discussion.

**FISCAL IMPACT**

Approximately \$400 for ten signs.

**STAFF RECOMMENDATION**

Topic is for discussion.

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Sample sign

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Qty 10 - 12" x 18" alum. with graffiti coat

**DOGS MUST BE  
ON LEASH  
AT ALL TIMES**  
**SVMC 6.16.20**  
**VIOLATORS CAN BE CITED!**  
**SVPD (831) 440-5670**

## City of Scotts Valley

### PARKS AND RECREATION COMMISSION STAFF REPORT

**DATE:** June 19, 2014  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**APPROVED:** Scott Hamby, Public Works Director  
**SUBJECT:** Recreation Division Park and Program Update

#### SUMMARY OF ISSUE

##### **Recreation Division:**

The Recreation Division has begun training for the new software upgrade, Active Net. We submitted all the data requests and now we train on Tuesdays learning how to use the program. There are amazing benefits with the new software; email/text capability, customer friendly use, tracks personal calendars for program enrollment conflicts, batch rollover for auto-charge, and all software maintenance/upgrades are through Active Net.

Aquatics had a very successful Spring season. Rec swim and pool parties were offered for the first time on the weekends and brought in over \$2000.00! Recreation Division Manager Ard had a meeting with the pool managers and aquatics consultant and found out they actually had a day when they exceeded pool capacity and had to use a waitlist to accommodate people for rec swim.

A full summer swim schedule began this week. Swim lessons are held on Monday/Wednesday, Tuesday/Thursday or weekends. There is water exercise, practice swim, daily rec swim, pool parties and our popular Twilight Swim/BBQ 6-8 pm on the third Fridays of each month. Beginning in July we will be offering one session of lessons for the Vista Del Lago residents.

Summer Camp 2014, Arctic Rec, began this week. Enrollment is holding the same as last year. We have a lot of new faces and all seem to be transitioning quite well. The first week is packed with fun; Monday lunch together, Roller Palladium, visit to the library, Sky High Sports/Chuck E. Cheese's and Water Day!

**Parks:**

Public Works Director, Recreation Division Manager and City Engineer looked at the hillside facing the softball fields next to the Siltanen Family Swim Center. There are a couple different options available for retaining walls along the hillside. To keep with work already done at the park, a cinder block style is being considered instead of wood.

In addition, the PWD and RDM looked at the engineered shade structure at Camp Redwood Glen to see if this commercial style would work for the Bocce Courts at Skypark. The Camp Director gave us good feedback on the process and a thorough background on the company they decided to use.

**City Wide Prioritization/Lennar:**

RDM received two of the five City Wide Prioritizations needed to compile a list for Council. In addition, Council has postponed the prioritization to a later Council meeting due to the remaining \$500,000.00 not being received yet. RDM would still like to get the other three prioritizations back from Parks and Rec Commissioners in order to have the list ready when it goes to Council.

**Community Garden:**

Community Garden continues to make progress but is not ready yet. Council has postponed approval of the Rules and Regulations to a later date, unknown at this time.

**Park Impact Fee:**

Park and Rec Commissioners requested an update on the park impact fees. For the 2014/15 budget we have \$10,000 budgeted for retaining walls at Siltanen Park, \$5000 to for park upgrades/repairs and \$10,000 for surface material.

**Pump Track:**

The Pump Track project is on hold at this time. The City is still in property negotiations with PVC and has not reached an agreement on terms. Until an agreement is reached, we cannot begin the pump track process. However, the City estimates that the time the pump track will be able to remain at this location longer than anticipated.

**FISCAL IMPACT**

Will be determined by each project.

**STAFF RECOMMENDATION**

Enjoy!

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