



# AGENDA

## Special Meeting Scotts Valley Parks and Recreation Commission

Tuesday, January 20, 2015  
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 1-16-15 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>Council Appointed Commissioners</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>City Staff Members</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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<p><b>Notice regarding Parks and Recreation Commission Meetings:</b> 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 Skykpark Park located at 361 Kings Village Road, Scotts Valley, CA 95066.</p> <p><b>Agenda and Agenda Packet Materials:</b> 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: <a href="http://www.scottsvalley.org">www.scottsvalley.org</a> 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 <a href="http://www.scottsvalley.org">www.scottsvalley.org</a>.</p>
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**CALL TO ORDER**                      6:00 p.m.

**ROLL CALL**

<p><b>PUBLIC COMMENT TIME</b></p> <p>This portion of the agenda is reserved for discussion by the public of items which are <b>NOT</b> 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.</p>
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## **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 meeting minutes of 12-18-14

## **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. Siltanen Park, Girl's Softball Field Improvements (staff report)
2. Parks and Recreation Update (staff report)
3. Community Garden, ADA Requirements (staff report, site map will be available at meeting)

## **FUTURE AGENDA ITEMS**

## **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  
December 18, 2014**

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**CALL TO ORDER: 6:02pm**

**ATTENDANCE:** Eric Seib, Commission Chair  
Wendy Brannan, Commissioner  
Nick Thelen, Commissioner  
David Sanguinetti, Commissioner  
Pam Smith, Commissioner

**ABSENT:**

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

**PUBLIC COMMENT**

RDM Ard stated that staff will be discussing changes to the Community Garden to make it ADA compliant. Details will be explained when the item is on the agenda. Commissioner Brannan voiced her concern that City Council proceeded with constructing the garden without considering state and federal laws regarding accessibility.

**CONSENT AGENDA**

**M/S: Sanguinetti/Thelen**  
**Approve minutes of October 16, 2014**  
**Approve: 5/0/0**

**ALTERATIONS TO REGULAR AGENDA**

None

**REGULAR AGENDA**

**Scotts Valley/San Lorenzo Valley Water District Joint Pump Station for Emergency Intertie**

PW Director Hamby described a pump station to be built near the tennis courts and linear trail that will allow connection of the San Lorenzo Valley, Scotts Valley and Lompico/Mt. Hermon Water District resources in the event of an emergency. Commissioner Sanguinetti suggested that there be some publicity regarding this emergency back-up system, and that the Skypark neighbors be notified. Construction will begin mid-January.

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## **Arborist Reports**

RDM Ard is working with city staff regarding the large oak tree at MacDorsa Park. The City Manager, Deputy City Manager and City Attorney are involved in the discussion. A second opinion will be obtained before moving forward.

Commissioners asked if the area surrounding the tree could be fenced more securely to keep the public out until the final arborist report is received and a decision is made.

## **Park and Program Update**

RDM Ard announced several new classes which will be offered this Spring for children and adults. Enrollment in the School Age programs has increased. Phase 1 of the Safe Routes to School at Siltanen Park is complete and there will be a grand opening soon. New tables and chairs at the Community Center and a new pool cover have been acquired. She reported there was some flooding at Hocus Pocus Park during the recent heavy storm.

## **Projects with Development Impact Fees**

RDM Ard reviewed the list of projects that will be brought to City Council. Commissioners were in favor of the full shade option for the skatepark shade structure.

## **Glenwood/K Street**

RDM Ard toured the trail area with PW Director Hamby and Commissioners Sanguinetti and Brannan. The high school side of the park is open, and a sign is proposed for the trailhead. Staff will make sure correct Municipal Code is cited on sign. Commissioner Sanguinetti suggested that the City Attorney be consulted regarding private property signs. Land Trust of Santa Cruz County will be consulted about their recommendations for signage relating to tracking protected species. Commissioner Sanguinetti also suggested the possibility of an annual use agreement with the high school.

## **Glenwood Preserve East/West of Glenwood Road**

Commissioner Sanguinetti provided an update about the Glenwood Preserve trail system and the most cost effective way to open the east side to the public. He has met with Santa Cruz Land Trust representatives and they are enthusiastic and eager to help. He discussed possible trail head locations. Next step should be to bring city staff and Land Trust staff together to develop a plan, and then scheduling public hearings to get public input, with staff from both entities present.

## **Future Agenda Items**

**ADJOURNMENT: 7:45pm**

**Next Meeting: January 15, 2015**

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

**DATE:** January 15, 2015  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**SUBJECT:** Siltanen Park – Girl’s Softball Field Improvements

**SUMMARY OF ISSUE**

Now that the Safe Route to School has been completed, Girl’s Softball sees the need for improvements to the softball field adjacent to the pathway. One is to move the angle of the playing field allowing more distance between the 3<sup>rd</sup> baseline and the pathway. The second is to make room for a dugout along the 3<sup>rd</sup> baseline.

David Payne with Scotts Valley Girl’s Softball will be attending the meeting to give an oral presentation on the necessary improvements.

**FISCAL IMPACT**

None at this time.

**STAFF RECOMMENDATION**

Provide recommendation to City Council.

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## City of Scotts Valley

### PARKS AND RECREATION COMMISSION STAFF REPORT

**DATE:** January 15, 2015  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**SUBJECT:** Parks and Recreation Update

#### SUMMARY OF ISSUE

Scotts Valley/San Lorenzo Valley Water District Joint Pump Station for Emergency Intertie - The Scotts Valley Water District sent out a letter last week to all the Skypark residences notifying them of the project. Work will begin this month.

Projects with Development Impact Fees - A motion was made by the Parks and Recreation Commission to recommend that City Council approve funding for the following with Development Impact Fee Funds:

- Playground Signs for each park
- Wheelchair Access Platforms and Entry Ramps for each park
- ADA drinking fountain at Skypark tennis court and Siltanen Park
- Shade Structure for the skatepark at Skypark.

Projects are scheduled to go before Council at the February 4, 2015 meeting.

Glenwood/K Street – With the opening of the Glenwood/K street side of the Glenwood Preserve, the following has been decided:

- One sign will be posted at the trailhead citing the correct Municipal Code 7.04.060c.
- Per the City Attorney, there is no need at this time to post Private Property signs along the property line of Camp Redwood Glen.
- RDM Ard spoke with the City Attorney and Santa Cruz Land Trust. At this time there is no need to post Private Property signs along the property line of Camp Redwood Glen and Santa Cruz Land Trust said there is no need for verbiage on the sign at the trailhead regarding monitoring of wildlife. The City Attorney agreed we should have an agreement with any organized use

of the park. RDM Ard is working on an agreement between the City and Scotts Valley High School.

Arborist Reports – Staff will give an updated report at the meeting.

Pump Track – The finalization of the Pump Track took place on Monday, January 12. The Track was closed for a couple of days to allow time for the Soil Tech to cure that was sprayed on the ADA pathway/viewing area and track.

Recreation – The Parks and Recreation Office had a nice two week closure over the holidays. The School-Age Recreation program was open for Winter Camp with a group size of about thirty children. RDM Ard and Administrative Secretary O’Neil will attend a ActiveNet Software training in San Ramon on January 15. It will be great to have conversation with other ActiveNet users. Spring classes will begin in February. The Senior Center had a great turn out for their New York New Years Eve party.

**FISCAL IMPACT**

None at this time.

**STAFF RECOMMENDATION**

Enjoy!

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

**DATE:** January 15, 2015  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**SUBJECT:** **Community Garden ADA Requirements**

**SUMMARY OF ISSUE**

RDM Ard met with the City's Code Enforcement Officer and Commissioner Brannan to review the projects needing to be done to ensure the Community Garden meets ADA requirements.

1. Complete edge of pathway at table top boxes for side approach.
2. Extend hose bibs for side reach to 24" maximum.
3. Adjust width of main walkway to 60".
4. Adjust width of pathways (marked in red) to 36".
5. Add a path to connect pathways. Path will go through plots 37 – 40.
6. Add soil to raised boxes so a person's side reach is 15" maximum.
7. Remove shed and bulletin board outside of garden.
8. Relocate a new shed and bulletin board inside garden in plot 9.

RDM Ard met with Public Works Director and Maintenance regarding the necessary projects. Maintenance will begin working on the projects this month.

**FISCAL IMPACT**

To be determined.

**STAFF RECOMMENDATION**

Topic is for discussion purposes only.

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