



# AGENDA

## Meeting of the Scotts Valley Parks and Recreation Commission

**Date: November 19, 2015**

**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 11-16-15 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><i>Council Appointed Commissioners</i></b> <i>Eric Seib, Chair</i> <i>David Sanguinetti, Board Member</i> <i>Pam Smith, Board Member</i> <i>Nick Thelen, Board Member</i> <i>Marci-Beth Maple, 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 Skykpark 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 meeting minutes of 09-17-15

## **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. Community Center Garden Update – Staff Report/Ard
2. Polo Ranch Park Design – Staff Report/Ard
3. Parks and Recreation Update – Staff Report/Ard

## **FUTURE AGENDA ITEMS**

1. Update on tree inspection report
2. Collaboration between Parks & Recreation Commission and Advocates
3. CalFire and Linear Trail – Fire Chief
4. Siltanen Pool Hillside Stabilization Update
5. MacDorsa Park Design

## **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  
Thursday, September 17, 2015**

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**CALL TO ORDER:           6:00pm**

**ATTENDANCE:**   Eric Seib, Commission Chair  
                      David Sanguinetti, Commissioner  
                      Pam Smith, Commissioner  
                      Nick Thelen, Commissioner  
                      Lori Gentile, Commissioner

**STAFF:**            Recreation Division Manager, Ard  
                      Public Works Director, Hamby

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

**Approve minutes of July 16, 2015, meeting  
M/S: Sanguinetti/Seib  
Approve: 5/0/0**

**ALTERATIONS TO REGULAR AGENDA**

None

**REGULAR AGENDA**

**Children's Bathroom at Siltanen Park**

Recreation Manager Ard read the staff report discussing an email from a parent that has children attending the Heart to Heart Preschool which rents space at Siltanen Park. The email discussed the lack of a dedicated children's bathroom at the park, which he felt resulted in some health and safety concerns.

The staff report went on to say that upgrades to the facilities at Siltanen Park were currently being investigated, but that the cost of additional bathrooms would be too expensive.

**Public Comments:**

Brandon Smith, who wrote the email, asked for a copy of any reports regarding the upgrades at Siltanen. He went on to say that the facility is in a state of disrepair, and was wondering if it can be modified to accommodate child-size items and a diaper changing station. He reiterated his thoughts that the current conditions were a health and safety concern for young children.

Robert Aldana, another parent whose children attended the Heart to Heart Preschool, said that the facilities at Siltanen were used by many families who are using the park.

Bob White reminded the commission that any improvements needed to meet ADA standards.

Commissioner Sanguinetti replied that the commission has wanted to see improvements made at Siltanen for a long time, but funding was in short-supply. He would recommend that the restrooms at Siltanen be upgraded to meet the same standards as other City Parks. He also stated that the City Council controls expenditures, so the public should also let the City Council members know their concerns.

Director Hamby stated that the bathrooms at Siltanen were on the September 2, 2015, City Council agenda, and they were ready to take action but needed to get some ADA issues resolved. A study will start in November.

**Contribution Program Request for Siltanen Park:**

Recreation Manager Ard read the staff report regarding a memorial rock that was placed at the park to honor a former coach. The rock was placed without going through the normal approval process, and now an application has been received for the memorial.

Shawn Coats, the applicant, explained that she had initially contacted a city councilman who told her to call the Girl's Softball league.

A discussion followed including the concern that the rock has not been anchored properly, and that the wording on the plaque is contrary to our current policy, and that all organizations that use City property need to have pre-approval before making any improvements/additions to the property.

M/S: Smith/Seib

To send the application on to City Council for their approval to dedicate the field as written on the plaque, and with the recommendation that the rock be anchored down as soon as possible.

Approve: 5/0/0

**Parks and Recreation Program Update:**

Bocce ball court improvement plans are going out to bid on September 30<sup>th</sup>. Park Impact Fees are budgeted to pay for the improvements.

Food Truck a Go Go event is scheduled for Friday, September 18<sup>th</sup> from 4:30 to 7:30 pm at Skypark. The next food truck event will be on October 23<sup>rd</sup> in combination with a Movie in the Park (Monster's University).

ADA transition plan kick-off is scheduled for November 9<sup>th</sup>.

The Community Center is now going to be leased to Valley Vineyard Church, who will be displacing the Chamber of Commerce.

Girl Scout project in front of the Parks and Recreation office building has been completed.

**MEETING ADJOURNED: 7:12PM**

**Next Meeting: October 15, 2015**

Date: November 19, 2015

**City of Scotts Valley**

**PARKS AND RECREATION COMMISSION STAFF REPORT**

**DATE:** November 19, 2015  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**SUBJECT:** **Community Center Garden Update**

**SUMMARY OF ISSUE**

At the July Parks and Recreation meeting, concerns were brought up regarding small animals (i.e. squirrels and gophers) and their ability to get into the Community Garden. Attendees of the meeting, as well as current garden plot owners, came forward to speak and share how nearly impossible it is to garden there due to the squirrels, gophers etc. They are concerned if something is not done, the Community Garden will be closed down.

RDM Ard spoke with the organizer of the Life Lab at Vine Hill Elementary and met with the new volunteer organizer for the Community Garden, Sherry Woo, who got ideas/suggestions from the current plot users. The following is a compiled list of suggestions for improvements:

- Trim trees away from garden perimeter
- Install garden wide squirrel/ gopher barrier
- Provide green recycle bin for plant refuse
- Reduce rates for plots with water supply
- Maintain birdfeeders outside of garden perimeter
- Install garden wide cover
- Install growing area cages
- Repair garden walkways from erosion from gopher damage
- Install 14" metal flashing all the way around fencing. Cost approximately \$42 per 50' roll.

In addition, Sherry contacted all former and current garden plot users and confirmed how many would be returning. Staff would like to see the Community Garden be successful and is working jointly with Sherry to help do so. Sherry will be at the meeting to answer any questions the Commission may have.

**FISCAL IMPACT**

None at this time.

**STAFF RECOMMENDATION**

Provide staff with P & R's preferred options for moving forward.

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**City of Scotts Valley**

**PARKS AND RECREATION COMMISSION STAFF REPORT**

**DATE:** November 19, 2015  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**SUBJECT:** **Polo Ranch Park Design**

**SUMMARY OF ISSUE**

At the Parks and Recreation Commission meeting on September 17, the Commission requested an update on the Polo Ranch Park Design. The Commission asked to visit the site when it was appropriate.

Commissioner Sanguinetti asked if the park footprint is staying the same size. The City's Associate Engineer, Kimarie Jones, visited the site and spoke with the Foreman and was told there are no changes planned for the footprint of the Polo Ranch Park.

In July, the Recreation Division Manager received an email from Tim Hoagland, the Landscape Architect for the Polo Ranch Park. He mentioned that Lennar is asking for the following changes to the park amenities requested by the Parks and Recreation Commission:

- Not to include the half basketball court. With their experience in HOA's, it presents negatively in an intimate setting.
- No need for dual bathroom; go back to a single unisex bathroom which should be sufficient. Also, use another vendor so Lennar can have their own contractor install the restroom.

RDM Ard spoke with Mr. Hoagland and thought it was best to hear from Lennar directly on their concerns. Currently, RDM Ard has not heard anything.

**FISCAL IMPACT**

None at this time.

**STAFF RECOMMENDATION**

Give direction to staff regarding Lennar's proposed park changes.

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Email from Tim Hoagland, Landscape Architecture

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## Kristin Ard

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**From:** Tim Hoagland <TimH@hldgroup.com>  
**Sent:** Wednesday, July 08, 2015 4:16 PM  
**To:** Kristin Ard  
**Subject:** Polo Ranch Park  
**Attachments:** Polo Park - Amenity List.pdf

Hi Kristin,

I want to discuss a couple of things about the Park amenity list (attached) we put together after the last meeting which Ryan attended. We have sent the list to Lennar and have received some push back on two of the items.

Lennar is adamant about not including the basketball court element. Their experience with HOA's within intimate developments are very negative when it comes to highly active uses such as basketball play and similar use types. They would like to maintain the concept of a passive neighborhood park and feel that basketball play should not be part of this park. Ryan mentioned that the commission members stipulated a firm stance that a basketball court should be a fixed element moving forward. We are hopeful that another discussion will help resolve what could become an issue between the parties.

The other item involves the restroom building. Lennar is OK with the restroom but would rather the structure be a single room (uni sex) building. I won't list all their concerns but they are resolved that a single room is sufficient for this neighborhood park. I have been in contact with Steve Caliger of Public Restroom Company and am aware they have a single room building very similar to the dual room they are proposing. Knowing Lennar they will lean towards working with a vendor who will supply the product yet have their own contractors install or construct the restroom. Unfortunately Public Restroom Company is set up as a 'Turn Key' company which is limiting to Lennar's approach. Will the City of Scotts Valley be open to using another vendor such as Romtec or CXT. I have had success with both of these companies in which they supplied the building product however were not involved in the actual construction.

Lennar is 100% on board with the remaining elements suggested but are somewhat steadfast with the approaches I've listed above.

Thanks Kristin...talk to you soon!

Tim

*Tim R. Hoagland*

**HLD Group**  
Landscape Architecture  
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[www.hldgroup.com](http://www.hldgroup.com)

Date: November 19, 2015

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

**DATE:** November 19, 2015  
**TO:** Parks and Recreation Commissioners  
**FROM:** Kristin Ard, Recreation Division Manager  
**SUBJECT:** **Parks and Recreation Update**

**SUMMARY OF ISSUE**

It is always exciting times at Parks and Recreation! Sign ups for our popular Youth Basketball Program has begun. We have had a steady stream of registrations and are currently in need of volunteer coaches for our 3<sup>rd</sup> and 4th grade boys, as we currently have a waitlist. A new class this fall is Baton Twirling and a new league is Pickleball. Currently, Pickleball runs on Saturdays from 9am-noon at the Skypark Tennis Courts. There are assigned hours throughout the week for people to practice.

Our Aquatics Program is closed for the season and will reopen in April. I have met with the Pool Managers and we are looking forward to offering Twilight Swims more often as they were a huge success. In addition, the RDM is working with the Adaptive PE Instructor from Scotts Valley High School, and we are very hopeful to have his students walk over to the pool for swim one day a week.

The Senior Center wrapped up their annual Antiques & Holiday Craft Faire this month. It was a huge success and a great turn out from the public. The center received a NEW Bingo Board with Blower. It is a well deserved item for the Wednesday Luncheons and Bingo!

City Management put on a delicious turkey luncheon for all City staff, and it's definitely a favorite!!

Bocce court improvements are scheduled to begin this week. Weather permitting, the drainage and sidewalks around the courts should be completed in two weeks.

The City had an ADA inspection the week of November 9. Staff from Recreation Accessibility Consultants, flew out from Illinois to visit and inspect all the City parks and facilities. The idea behind the inspections is to get a City wide transition plan in place, which the consultants will outline.

Vineyard Church has begun moving into the Community Center East Wing Side. The move should be complete by January 2, 2016. The church will then have exclusive use of the East Wing and will utilize the Community Center Main Hall on Sundays.

**FISCAL IMPACT**

None at this time.

**STAFF RECOMMENDATION**

Enjoy!

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