



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

JEFF GAFFNEY
DIRECTOR

PARKS AND RECREATION COMMISSION AGENDA

Monday, December 9, 2019
7:00pm – 9:00pm
Special Meeting

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

I. CALL TO ORDER / ROLL CALL

II. AGENDA MODIFICATIONS OR LATE ADDITIONS

III. CONSENT AGENDA (Action)

- a. Approve minutes from October 7, 2019.....Page 2-3
- b. Consider Reports:
 - 1. Aquatics Section Report.....Page 4-5
 - 2. Maintenance Section Report.....Page 6
 - 3. Planning Section Report.....Page 7-8
 - 4. Recreation Section Report.....Page 9
 - 5. Reservations Section ReportPage 10
 - 6. Volunteer Section Report.....Page 11-13

IV. ORAL COMMUNICATIONS

Opportunity for persons to address the Commission on matters which are within the scope of responsibility of the Commission or on today's Agenda. Presentations must not exceed three (3) minutes in length, and individuals may speak only once during Oral Communications. Commissioners will not take actions or respond immediately to any public communications presented regarding topics not on the Agenda but may choose to follow up later, either later, or on a subsequent Commission Agenda.

V. COMMISSIONER REPORTS

VI. DIRECTOR'S REPORT

VII. REGULAR AGENDA – Information Items

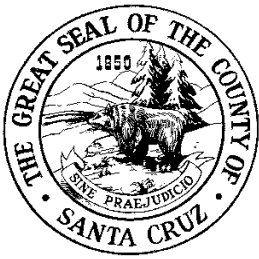
- a. County Park Friends update
- b. Update on Scott Creek Beach
- c. Overview of VIP program guidelines (Pages 14-21)

VIII. REGULAR AGENDA – Action Items

- a. 2020 meeting dates (Pages 22-23)
- b. Biennial Report review (Pages 24-27)

IX. WRITTEN CORRESPONDENCE LISTING (Page 28)

X. ADJOURNMENT



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

JEFF GAFFNEY
DIRECTOR

PARKS & RECREATION COMMISSION DRAFT Minutes of October 7, 2019, 7:00 p.m. meeting 979 17th Avenue Santa Cruz, CA 95062

I. ROLL CALL

Present: Jim Rapoza, Mariah Roberts, Maggie Duncan-Merrell, Kate Minott, Steven Bennett
Staff: Jeff Gaffney, Jennifer Mead

II. AGENDA MODIFICATIONS

Accept agenda as presented (Bennett/Rapoza 5/0)

III. CONSENT AGENDA

Minutes were approved. Reports accepted and filed. (Rapoza/Minott 5/0)

IV. ORAL COMMUNICATIONS

1. Jean Brocklebank Subject: Scott Creek Beach
2. Michael Lewis Subject: Scott Creek Beach
3. Lisa Sheridan Subject: Anna Jean Cummings Park
4. Vivian Evan Subject: Anna Jean Cummings Park
5. Burke Poole Subject: Anna Jean Cummings Park
6. Bryan Largay Subject: Collaboration with County Parks

V. COMMISSIONER REPORTS

Duncan-Merrell 3rd District: Lots of events going on at Santa Cruz City Parks this month. Oct 13 is Open Streets Santa Cruz; West Cliff Drive turns into a pop-up street park from 9-2pm. The Santa Cruz Wharf will host 13 days of Halloween Oct 19-31. Oct 26 will be Zombie Night on The Wharf.

Minott 2nd District: Via Campbell, lost her life on the dive boat fire. There is a go fund memorial for her husband and kids; Via helped with the signage at Seacliff Village Park. We are excited to get a flush toilet at Seacliff. There's a new mural in Seacliff Village across from Marianne's. We also got a basketball hoop at Aldridge.

Roberts 1st District: LEO's Haven is on track, it is really exciting. County Park Friends has a big grant to begin programming at the playground. Want to thank everyone for their involvement in Anna Jean Cummings. Heart of Soquel has some new developments with accessible pathways through the Soquel Village that are really exciting.

Rapoza 5th District: I was out at Anna Jean Cummings, would like to compliment staff on the fields, they look really good. The all crew workday at Felton Covered Bridge really helped the park look fantastic. I encourage everyone to swing by Felton Library and see the construction starting at the park.

Bennett 4th District: Pajaro Valley Sports foundation has leads on creating more sports fields. The young kid who was at the Pinto Lake pump track opening was part of a bike contest and ended up winning. It's great to have the Pinto pump track for youth to enjoy and practice their skills.

VI. DIRECTOR'S REPORT

- October events coming up: Coco Movie playing at Pinto Lake Oct 13. Floating Pumpkin Patch at Swim Center on Oct 20, Water Harvest Fest at AJC on Oct 20. Trunk or Treat at Sheriff's HQ on Oct 25, Día Run at East Cliff Shopping Center on Oct 27.
- Davenport restroom renovation is completed.
- We are looking at Greyhound rock improvements and ways to improve coastal access for users.
- At the NRPA conference I heard speaker, Haben Girma, who is deaf and blind, talk about access for all and inclusiveness. She learned how to surf and has done so much in her life, her story is very inspiring. I would like to get her to come speak in Santa Cruz County.

VII. REGULAR AGENDA – Action Items

- a. Felton Discovery Park was recommended for the name of the new park in Felton (Minott/Rapoza 5/0)
- b. Parks Director work with interested agencies to develop strategy for management of Snowy Plover habitat at Scott Creek Beach (Rapoza/Minott 5/0)

VIII. REGULAR AGENDA – Information Items

- a. Anna Jean Cummings park update was given
- b. Parks & Recreation funding challenges in other jurisdictions was discussed

X. WRITTEN CORRESPONDENCE LISTING (Page 22)

XI. ADJOURNMENT – Meeting adjourned at 9:11 p.m.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

Jeff Gaffney
Director

Date: December 2, 2019
To: Parks and Recreation Commission
From: Max Friedman, Aquatics Supervisor
Subject: Aquatics Section Status Report

Winter Session November 25, 2019- March 2, 2020

Lap Pool hours:

Mondays through Friday from 6:00 am to 7:30 pm.
Saturdays from 9:00 am to 4:00 pm
Sundays from 9:00 am to 12:30pm

Warm-Water Pool:

The warm-water pool is available for general use on:

Monday/Wednesday/Friday	6:00—10:30am 2:00—7:30pm
Tuesday/Thursday	6:00am—7:30pm
Saturdays	9:00 am - 10:30 am (adults only) 10:30 am – 12:30 pm (adults & kids 6 years and younger) 12:30 – 4:00 pm (Open Swim ~ all ages)
Sundays	9:00am—12:30pm (all ages)

Special Events at the Pool

On Wednesday, January 1 from 10:30 -12:00pm we will be holding the **PLEDGE TO TAKE THE PLUNGE INTO 2020 Event!** All proceeds of pledges will go to Friends of Santa Cruz County Parks for children's learn how to swim scholarships. Participants will make teams and plunge down the slide following their workout. The top five participants who bring in the most money will have their choice of five prizes.

Aquatics Programs

Fall and Winter Swim lessons – Are held Tuesday and Thursday mornings from 10:30am – 12:30pm and Tuesday, Wednesday, and Thursday evenings from 4:00 – 7:00 pm.

Private Swim lessons are also available with either our aquatics staff or one of our four private contractors.

Adult Fitness Swimming – Adult Fitness Swimming remains a very popular program at the Simpkins Family Swim Center. 90-minute coached swim workouts are offered Monday through Friday at 6:00am and 12:00pm, and weekends at 9:00am. A variety of coaches offer swimmers multiple workout choices.

Water Aerobics & Exercise – The water exercise classes this year continue to reach their highest capacity to date. Water exercise is an excellent way for people to meet their fitness goals without impact on the joints. Classes are designed to appeal to all levels of ability, including healthy, cross training fitness enthusiasts, pre-natal, seniors, and those rehabilitating. A monthly calendar is available with dates, times, and instructors' names. Previous swimming or water-exercise experience is not required for participation in any of the water exercise classes.

Drop-in Water Polo – Sundays from 10:30 am - 12:30 pm. Participants must sign a waiver and be a member of USAWPA to participate in the program.

Holiday Pool Schedule Modifications

Friday December 13th, 2019 – All Pools will be closed for maintenance

Tuesday December 24th, 2019 – Pools will be open from 6AM – 4PM

Wednesday December 25th, 2019 – All Pools will be closed

Tuesday December 31st, 2019 – Pools will be open from 6AM – 4PM

Wednesday January 1st, 2020 – Pools will be open from 9AM – 4PM



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

JEFF GAFFNEY
DIRECTOR

Date: December 2, 2019
To: Parks and Recreation Commission
From: Eric Sturm & Rebecca Hurley, Parks Superintendents
Subject: Maintenance Section Report

North

- New interpretive signage was installed along the Discovery Loop at Quail Hollow Ranch
- A new furnace was installed at Quail Hollow Ranch making house volunteers very happy
- Parks staff are currently soliciting bids for a new roof on the house at Quail Hollow Ranch
- A new fence was installed around the community gardens at Jose Ave. Park
- A major water line break at the back flow for Highlands Park is being repaired
- Interior work on the water damaged areas of the house at Highlands Park is being conducted and patch work on the roof for the rain season is being completed
- A replacement picnic bench was installed at Rockview Park after the previous one had been vandalized.

Mini-mid

- Felt Park got all new fibar playground surfacing and the drains were repaired to eliminate the playground area flooding in the winter as it has in the past.
- Swim Center maintenance staff are attaining quotes for work to be done at Simpkins during deferred maintenance construction slated to begin in the latter half of 2021
- Swim Center Maintenance staff will be replacing the lateral lines of the sand filters for the 50M pool on Friday, December 13 so the facility will be closed that date.

South

- Minor improvements to Pinto Lake CCC house underway. Looking forward to use-alternatives
- DPW and Parks met on site at Seacliff Park to look at drainage maintenance efficiencies
- Large oak fell at Farm Park. No injuries or property damage. Fell in riparian area
- Successful public meeting for Hidden Beach playground. Received great comments
- Athletic Field turf renovations at Polo Grounds and Pinto lake underway following conclusion of soccer and baseball seasons.
- Construction of permanent picnic pavilion at Scott Park underway
- Maintenance staff repaired three irrigation mainline breaks at Mesa Village, Willowbrook Park and Pinto lake.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

JEFF GAFFNEY
DIRECTOR

979 17TH AVENUE, SANTA CRUZ, CA 95062
(831) 454-7901 FAX: (831) 454-7940

Date: December 2, 2019
To: Parks and Recreation Commission
From: Sheryl Bailey, Project Manager & Will Fourt, Park Planner
Subject: Planning Section Status Report

Felton Discovery Park

Construction is underway and the contractor has installed the second pedestrian bridge, permeable concrete walkways, irrigation lines, and grading and drainage. The boardwalks, planted areas and play equipment installation are underway. A graphic design team has developed and revised the content and artwork for the interpretive panels. A watershed relief map is being designed and constructed off-site.

Chanticleer Park: The construction is underway at Chanticleer Park for the Phase I development to include LEO's Haven. Granite Construction and subcontractors have installed playground equipment, playground entrance and surfacing, the restroom building, new sidewalk, new on-street parking, new on-site parking, and park utilities. Landscaping and planting construction are underway.

Quail Hollow Brook Restoration Grant

The three interpretive panels which highlight four of the unique habitats at the Quail Hollow Ranch were completed and installed along the western loop of the "Discovery Trail". The grantor's final inspection is scheduled for December in conjunction with the final payment request. Images of the three illustrated interpretive panels maybe found on the County Park's <https://www.scparks.com/Home/Parks/ParkProjects.aspx>

Heart of Soquel Phase 2 & 3

The Soquel Creek Linear Parkway project (a.k.a. Heart of Soquel Phases 2 and 3) was awarded nearly \$1.5 million dollars by the California Natural Resources Agency for our CA River Parkways Grant application. On 11/5/19, the Board of Supervisors approved the \$1.5 million of revenue for this grant and denied the acceptance of the Habitat Conservation Fund grant in the amount of \$200,500 for the riparian restoration. The CA River Parkways was determined to be the most advantageous of the two grants offered to the County. Based on the current schedule and staffing resources the primary construction of the trail is anticipated to begin in the late summer or fall of 2020.

Farm Future Phases

On 11/14/19, members of the Parks Department and Supervisor Leopold met on-site with the Statewide Park Program (SPP) Grantor and have been invited to submit the final competitive grant application for \$7,216,000. If awarded this March of 2020, the grant will allow for the installation of a pedestrian bridge and construction of two playground areas, skate and bike features, a ½ basketball and bocce ball courts, two play areas, a permanent public restroom, additional parking, interpretive signage, benches and picnic tables and other park amenities. The proposed park plan was a community driven process that occurred in the summer of 2019;

information about the community planning process can be found here
<https://www.scparks.com/Home/Parks/ParkProjects.aspx#farm>

Also, progress is being made concerning the Phase 2 Site Assessment and a remediation plan is expected to be approved the Environmental Health Services in January of 2020. If the SPP grant is awarded, it will fund the site remediation and the full development of the park, as envisioned by the conceptual plans approved by the community in the summer of 2019. Information concerning the community meetings and the draft conceptual plan maybe viewed here <https://www.scparks.com/Home/Parks/ParkProjects.aspx#farm>

Seacliff Village Park Phase 2- On 10/22/19, the Board of Supervisors, approved a contract with Public Restroom Company for approximately \$128,541 to construct and deliver a restroom to the park. It is anticipated that this restroom will be placed in approximately the same location as the existing temporary restroom. The Call to Artists was released and a recommendation has been submitted to the Arts Commission for their consideration in December. The Phase 2 Conceptual Plan and Call to Artists can be found on the County Parks website www.scparks.com.

Parks is also working with donors and partners on designing, permitting and funding the construction of the skate feature.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

JEFF GAFFNEY
DIRECTOR

Date: December 2, 2019
To: Parks and Recreation Commission
From: Kathy DeWild, Program Coordinator
Subject: Recreation Section Report

Adult & Seniors

- Trip-goers enjoyed a day at the horse races and a lavish luncheon buffet at Golden Gate Fields in October.
- In November, a sold-out adult and senior trip to see *Hamilton* at the Orpheum in San Francisco took place. Participants were very pleased that Parks acquired tickets and organized a trip and were wowed by the show.

Recreation

- The GIRLS Explore the Coast program was in full swing in October. A highlight was an overnight stay in front of exhibits at the Monterey Bay Aquarium and kayaking in the Bay.
- Staff again partnered with Santa Cruz County Sheriff's staff to implement a free, safe and fun Trunk or Treat event for the community.

Quail Hollow Ranch

- Mushrooms 3-IN-1 was led by enthusiasts from the Santa Cruz Fungus Federation on Nov. 9. Participants enjoyed a trio of activities including a docent led walk, a hands-on mushroom growing demonstration, and mushroom cooking techniques.
- Patricia Davis of Quail Hollow Kitchens will be teaching an artisanal bread-making techniques class on December 8.

Arts

- The Arts Commission will consider the selection panel's recommendation of public artist for Seacliff Village Park phase 2 public artwork.
- "Africa Wild" - Photographs by Mark Overgaard will be at the Simpkins Family Swim Center/Community Center through early-January 2020.
- Artist's recognition plaque to be installed on the new Behavioral Health building at the Watsonville Annex for new artwork there. Formal building ribbon cutting to occur on Dec 6th.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

JEFF GAFFNEY
DIRECTOR

Date: December 2, 2019
To: Parks and Recreation Commission
From: Mary Chavez, Program Coordinator
Subject: Reservations Section Report

Summary:

- The months of October and November hosted 27 private events in the four park centers. November has begun the seasonal slow down, although Reservations staff are preparing for the upcoming engagement season. County Parks will host a booth at the annual Bridal Expo at the Cocoanut Grove on January 26, 2020 to enhance marketing for the wedding and reception venues, as well as beach and outdoor ceremony locations.
- There were approximately 100 meeting room bookings during the months of October and November in the various meeting room locations.
- Soccer and baseball fields continued to be busy during the fall sports season with approximately 415 bookings from October 1st through November 10th. Athletic fields closed countywide as of November 11th. The off-season closure between mid-November to mid-March allows for reconditioning during the winter weather.
- Group picnic areas continued to be enjoyed by the community, with more than 65 picnic area bookings during these two months. Customers are enjoying the easier reservation process by booking online with ActiveNet.
- Santa Cruz Cancer Benefit Group hosted the annual Grazing on the Green at Aptos Village Park on October 5th with another successful fundraiser. Grazing on the Green is a fabulous day of fine wine, craft beer, gourmet food and live music.
- The Santa Cruz County Food Truck Program for concessions at County 701 and Emeline campuses will continue on Tuesdays and Fridays between November 19th, 2019, through March 27th, 2020.
- The Día de los Muertos Festival & 5k/3k was on October 27th, cosponsored by the Boys and Girls Clubs of Santa Cruz County and El Rosal Bakery. The run had approximately 450 participants and the community enjoyed another annual festival.



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

JEFF GAFFNEY
DIRECTOR

Date: December 2, 2019
To: Parks and Recreation Commission
From: Margaret Ingraham, Volunteer Program Coordinator
Subject: Volunteer Program Report

Quail Hollow Ranch

The trail crew continues to meet every Tuesday at Quail Hollow Ranch, rain or shine! This time of the year the crew spends a lot of time on drainage issues to keep the trails safe.

The Docents at the Visitor Center use this time of the year to do some deep cleaning of the house and help with educational displays.

The annual fundraiser for Quail Hollow Ranch at Granite Rock Quarry in Felton was a success and the Friends of Quail Hollow will receive \$1000.

Scott Creek Beach

The Fraternity is back at it up at Scott Creek Beach. Their efforts have helped tremendously to keep the viewing platform free of sand. On October 26th 30 Brothers showed up to move sand for several hours.

Anna Jean Cummings

We will host a Volunteer day at Anna Jean Cummings Park on Dec. 7th from 9:00 – 12:00. We are hoping we don't get rained out.

Pinto Lake County Park

We have a new volunteer at the Pinto Lake Park Disc Golf Course and with our other long-time volunteer they have been organizing volunteer days to clean and maintain the disc golf course. These volunteers work closely with the Maintenance Supervisor regarding the project list. They have had 2 volunteer days thus far, one on Oct. 27th and one on Nov. 17th, both were well attended, and they spent their time weed eating, cleaning up the course, and creating safer trails.



Aldridge Lane Park

We held the second annual National Family Volunteer Day at Aldridge Lane Park in Corralitos on November 23rd. We had a very nice turnout of neighbors and locals that use the Park. The volunteers accomplished the following: they cleaned the play equipment, cleaned/raked the sand play area, weeded and maintained the walking path, planted over 70 daffodils, and spread lots and lots of mulch!



Junior Recreation Volunteers

Junior volunteers continue to support staff in our afterschool programs and logged 65 hours in October.

Volunteers

Volunteer, Jay Todd continues to routinely pick-up trash on the North Coast beach access points, parking lots, and along the highway on the North Coast.

Volunteer, David Kwan comes every Tuesday and Thursday from 10 – 1 to the Parks office to help with tasks for staff.

News

On November 19th we received an email stating we are approved to receive an AmeriCorps Team in January of 2020. Staff is very excited for this opportunity to work with an AmeriCorps Team. We will have the Team for 13 weeks to help with us in our Parks and Community!

Other

As the Volunteer Coordinator I am always looking for new volunteers. Some of the ways I try to recruit volunteers are as follows:

- I table at events and volunteer fairs
- I post volunteer opportunities on the Volunteer Centers website
- Some of our parks have signs posted in them to call me if interested in volunteering
- During volunteer events at Parks
- Our website

I also get new volunteers in the following ways: from existing volunteers; from maintenance staff who talk with folks during their workday; and from the VIP program.

When I get a new person interested in volunteering, I typically have a conversation with them to determine if we are a good fit. Once it is determined that their volunteer desires will fit with us then I require them to sign up with the Volunteer Initiative Program (VIP). They must fill out a VIP application as well as a Parks Department release/waiver.

After their application has been processed, they can start volunteering with two exceptions;

- a) If they will be working with money, children or confidential information they must be fingerprinted. The fingerprinting process is done through VIP. The new volunteer may not start volunteering until they have passed the fingerprinting process.
- b) If the volunteer duties require training then I set up the training schedule for them either with myself or an appropriate Trainer which could be a Maintenance Supervisor, Recreation Coordinator, or Recreation Program Specialist. Once training is complete then they can start volunteering.

Some volunteers have direct supervision and communicate with the me and others are supervised and communicate directly with either a Maintenance Supervisor, Maintenance Worker, Recreation Coordinator, Recreation Specialist, or Program Specialist.

Volunteers report their volunteer hours monthly which get tracked.

Not all volunteers are signed up with VIP. The VIP program also has a “One Day” waiver that I use for the large group volunteer events.



VolunteerCenter
Be the difference

Volunteer Initiative Program

A program of the Volunteer Center and the County of Santa Cruz

Dear Potential Volunteer:

Thank you for your interest in working as a volunteer with V.I.P. and the county of Santa Cruz. Once you've selected a volunteer opportunity/internship¹ (or have interest in a specific County Department) please read, and complete, the attached paperwork to begin the placement process.

Necessary paperwork includes:

- Cover Letter
- Resume
- Volunteer Application
- Volunteer Agreement & Release of Liability
- Volunteer Contract Agreement

Supplemental Information:

✓ **Fingerprinting Procedure** *This is necessary only if you will be volunteering with money, minors or confidential documents.* Fingerprint packets will be prepared, and instructions will be emailed to you under separate cover.

You may email, mail, fax, or hand deliver the required documents. After receiving the documents, I will be in contact with you within the week to follow up regarding any openings and placements with V.I.P. and the County of Santa Cruz Departments.

If you have any further questions please call or email.

Thank you,

Donna Patters

Donna Patters
Volunteer Initiative Program Coordinator
(831)454-2987
Fax: (831)454-3463
donna.patters@santacruzcounty.us

VIP Office:
701 Ocean Street- Room 30
Santa Cruz, CA 95060

¹Visit www.scvolunteercenter.org click on "volunteer" and follow instruction to locate a local volunteer opportunity that is perfect for you!



VOLUNTEER APPLICATION

Volunteer Initiative Program

County of Santa Cruz

Name: _____ Date: _____
Home Address: _____ Phone: _____
City: _____ Zip: _____ email: _____
Date of Birth: _____ Age: _____

Availability:

Hours per day: _____

Preferred Days (Please Circle): M T W TH F SAT SUN

Preferred Time of Day: Mornings Afternoons Evenings

Length of commitment you seek: Less than 3 months 3-6 months 6-12 months As long as needed

What are your goals for a volunteer position right now?

Are you currently a student? If so, what school are you attending?

Elementary/Jr. High: _____ High School: _____

College: _____ Major: _____

Do you have Community Service Hours assigned by the Court?

Yes No

Are you, or have you ever been, an employee of the County of Santa Cruz?

Yes No

If yes, with what department? _____

Emergency Contact: _____ Relationship: _____

Work Phone: _____ Home Phone: _____

I hereby certify that all statements made in this application are true, and I authorize investigation of all matters contained in this interest form. I am aware that fingerprinting is required for all volunteer assignments that have access to children, confidential material or money. I understand that this is a non-paid position with no promise, expressed or implied, of consideration for future employment.

Signature of Applicant: X _____ Date: _____

Signature of Parent/Guardian: X _____ Date: _____

(If Applicant is under the age of 18)

Please return to:

VIP: 701 Ocean Street, Rm 30 Santa Cruz CA 95060

Phone: (831) 454-2987 Fax: (831)454-3463

The following information is voluntary and it will help our program evaluate its recruitment practices and compile required statistical reports. The information will not be used to discriminate against, or give preference to, any individual in any volunteer position. Thank you for your cooperation.

1. How did you hear about this program: Newspaper Website Flier Other
2. Ethnic Origin: Caucasian/White Native American/Alaskan Native African American/Black
Asian/Pacific Islander Latino/Hispanic Decline to state
3. County of Santa Cruz Department(s). Please list priority departments/projects of interest:
I. _____ II. _____ III. _____ IV. _____



Volunteer Initiative Program

A Program of the Volunteer Center and the County of Santa Cruz

VOLUNTEER AGREEMENT AND RELEASE OF LIABILITY

The Volunteer Initiative Program (“VIP”) is a volunteer program created by the Volunteer Center of Santa Cruz County (“Volunteer Center”) and the County of Santa Cruz (“County”) in order to provide volunteer opportunities to the community. Participation with the County’s Volunteer Initiative Program is strictly voluntary and bound by the terms of this Agreement. No person may volunteer with the County’s Volunteer Initiative Program prior to the County’s volunteer Initiative Programs receipt of this completed Agreement.

1. By signing this Agreement I, _____, acknowledge that I am not an employee of the County or the Volunteer Center and that my performance of voluntary services will be uncompensated. I agree to cooperate with my volunteer supervisor and adhere to the policies of the county’s Volunteer Initiative Program at all times in the performance of my volunteer services.
2. I agree that I will not use power equipment, or stand on any object taller than two (2) feet tall, or otherwise engage in dangerous activities while volunteering with the County’s Volunteer Initiative Program.
3. I will not drive any County vehicle in connection with my volunteer services.
4. I am aware that fingerprinting is required for all volunteer assignments related to minors, money or confidential materials.
5. I hereby agree to release and hold harmless the County and the Volunteer Center, their officers, agents, employees, and volunteers for any claim for personal injuries and damage to property that I, or anyone under me or on my behalf, may incur arising out of or in any manner related to the performance of my voluntary service or participation with the County’s Volunteer Initiative Program. I further agree to indemnify, hold harmless and defend the County and the Volunteer Center, their officers, agents, employees, and volunteers from any and all claims, demands, actions, judgments, costs, attorney’s fees and damages of any kind for liability which the County may incur arising out of or in any manner related to the performance of my voluntary services or participation with the County’s Volunteer Initiative Program.
6. While participating as a volunteer with the County’s Volunteer Initiative Program, I hereby authorize the taking of my picture, by photograph, movie, or videotape or otherwise (“pictures”) for use by the County’s Volunteer Initiative Program. I hereby irrevocably consent to and authorize the use and reproduction of such pictures for use by the county’s Volunteer Initiative Program without compensation.
7. As a County’s Volunteer Initiative Program volunteer, I understand that I am covered by the County of Santa Cruz Liability and Worker’s Compensation insurances, should I be injured while volunteering in assigned duties that are consistent with the safety rules outlined in this agreement. I will report any injuries immediately to my volunteer supervisor, the County’s Volunteer Initiative Program office at (831)454-2987 and Risk Management at (831)454-2253

Name: _____ Department: _____
 Address: _____ City & Zip _____
 Telephone: _____ Email: _____
 Emergency Contact: _____ Emergency Telephone _____
 Signature: _____ Date: _____

IF VOLUNTEER IS UNDER 18, PARENT OR GUARDIAN MUST SIGN BELOW

I, _____, on behalf of my child, myself, and our representatives, do hereby consent to allow my child, _____, to participate as a volunteer with the County’s Volunteer Initiative Program, subject to all of the conditions above. I further expressly agree, on behalf of my child, myself, and our representatives, to all of the terms and conditions above, including but not limited to paragraphs 1 through 7.

Signature of Parent/Guardian: _____ Date: _____



VOLUNTEER CONTRACT AGREEMENT

Contract must be completed before volunteer begins assignment

Volunteer Initiative Program

County of Santa Cruz

Volunteer Name: _____ **Phone Number:** _____

Volunteer Supervisor: _____ **Phone Number:** _____

Department/Division: _____ **Address/Rm:** _____

Project Title: _____ **Volunteer Title:** _____

Volunteer Supervisor Responsibilities

- Complete any legal requirements (background check, fingerprinting, etc.) before volunteer starts
- Provide initial and ongoing training and supervision
- Complete contract with volunteer and return to VIP Program Coordinator
- Inform the VIP Program Coordinator at (831) 454-2987 and Risk Management at (831) 454-2253 of any injuries occurring while the volunteer is on assignment
- Contact VIP Program Coordinator regarding any problems during the contract period
- Inform VIP Program Coordinator if volunteer vacates position

Volunteer Responsibilities

- Log in volunteer hours on timesheets provided
- Return volunteer timesheets to VIP Program Coordinator at the end of each month
- Arrive to assignment on time; inform supervisor if you will be late or absent
- Fulfill time commitment, as listed below
- Contact VIP Program Coordinator at (831)454-2987 and Risk Management at (831) 454-2253 of any injury occurring while on volunteer assignment
- Contact VIP Program Coordinator when (or before) leaving position

Work Schedule: **Start Date:** _____ **End Date:** _____ (not to exceed 1 yr.)

Estimated Hours per Month: _____

As a Volunteer Initiative Program volunteer, I understand that I am covered by the County of Santa Cruz Liability and Worker's Compensation insurances, should I be injured while volunteering in assigned duties that are consistent with the safety rules outlined in this agreement. I will report any injuries immediately to your volunteer supervisor, the County's Volunteer Initiative Program office at (831) 454-2987 and Risk Management at (831) 454-2253.

Volunteer Signature: X _____ **Date:** _____

I understand and agree to the responsibilities expected of me as a volunteer supervisor and understand that volunteers are covered under the insurance purchased by the County.

Volunteer Supervisor Signature: X _____ **Date:** _____

Please return to:
 VIP: 701 Ocean Street, Rm 30 Santa Cruz CA 95060
 Phone: (831) 454-2987 Fax: (831)454-3463

Volunteer Initiative Program Group Sign Up Form

Event: _____ **Coordinator:** _____ **Date:** _____

I understand that I am participating in this activity as a **Volunteer** and that I am physically able to participate. I agree to follow the instructions of the County of Santa Cruz representatives during this activity. I understand that the County of Santa Cruz provides excess accident and injury insurance for their volunteers, which will be secondary to any medical or other insurance I may have and will report any injuries or problems to a County representative promptly. I further agree to hold harmless the County of Santa Cruz and the Volunteer Center; as well as their officers, agents and employees for any claim for personal injuries and damages to myself and/or my property that may occur during my voluntary participation in this event. **I hereby authorize the Volunteer Center and the County of Santa Cruz to use my picture by photo, movie or videotape taken during this event for the purposes of publicity without compensation for the use of the image.** If I am a parent of a minor child, I grant permission for my child's participation under these same terms.

Name	Address	Email	Signature	Hours

RELEASE, CONSENT, WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND
INDEMNITY AGREEMENT FOR VOLUNTEERING WITH THE COUNTY OF SANTA CRUZ PARKS DEPARTMENT
("AGREEMENT")

**THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES. YOU SHOULD REVIEW THIS
DOCUMENT COMPLETELY BEFORE SIGNING IT.**

IN CONSIDERATION for being permitted to participate as a volunteer for the County of Santa Cruz ("County") Parks Department ("Volunteer") I, for myself, for my personal representatives, assigns, agents, heirs, and next of kin:

ACKNOWLEDGE, agree, and represent that I understand the nature and risks of the activities I will undertake as a Volunteer. I further agree and warrant that if at any time I believe conditions to be unsafe for myself or others, I will immediately discontinue participating as a Volunteer and notify employees of the County as soon as possible.

I FULLY UNDERSTAND, ACCEPT, AND ASSUME ALL SUCH RISKS AND ALL RESPONSIBILITY FOR LOSSES, COSTS, AND DAMAGES I incur as a result of my participation, performance, and/or activities as a Volunteer.

I HEREBY RELEASE, DISCHARGE, AND COVENANT NOT TO SUE the County of Santa Cruz, its Board of Supervisors, the County of Santa Cruz Parks Department, and all of their respective administrators, directors, agents, officers, members, volunteers, attorneys, employees, other participants, any sponsors, advertisers, and, if applicable, owner and lessors of premises on which the Volunteer activities take place, (each considered one of the "RELEASEES" herein) FROM ALL LIABILITY, CLAIMS, DEMANDS, LOSSES, OR DAMAGES ON MY ACCOUNT CAUSED OR ALLEGED TO BE CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OF THE "RELEASEES", THIRD PARTIES, OR OTHERWISE, INCLUDING BUT NOT LIMITED TO NEGLIGENT RESCUE OPERATIONS, AND I FURTHER AGREE that if, despite this RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT I, or anyone on my behalf, makes a claim against any of the Releasees, I WILL INDEMNIFY, SAVE, AND HOLD HARMLESS EACH OF THE RELEASEES from any litigation expenses, attorneys' fees, loss, liability, damages, or costs which may incur as the result of such claim(s).

I AGREE TO SAVE AND HOLD HARMLESS AND INDEMNIFY THE RELEASEES AND EACH OF THEM a) from any and all liability for any damage to the personal property of, or personal injury to, any third party resulting from my participation, performance, and/or activities related to being a Volunteer; and b) from any and all claims, demands, actions and costs which might arise out of my participating in the Volunteer program, even though such claims, demands, actions and costs which might arise out of my participating as a Volunteer, even though such claims, demands, actions and costs may have been caused by the negligence of the Releasees.

I FURTHER CONSENT THAT the County has my express permission do to a background check on me before I am permitted to participate as a Volunteer for the County and I HEREBY FURTHER CONSENT

AND ACKNOWLEDGE that the results of the background check may preclude me from participating as a Volunteer for the County.

The County submits, and I RECOGNIZE AND AGREE, that the County complies with the Americans with Disabilities Act and Title VII of the Civil Rights Act of 1964 and that no person who seeks to be a Volunteer with the County shall, on the grounds of race, creed, color, disability, sex, sexual orientation, national origin, age, religion, Vietnam era veteran's status, political affiliation, or any other non-merit factors, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this AGREEMENT.

I UNDERSTAND AND ACKNOWLEDGE that activities involving physical agility, physical activity, physical contact, hiking, running, and other Parks related activities have inherent dangers that no amount of care, caution, instruction or expertise can eliminate. I do hereby expressly and voluntarily assume any and all risks of death and/or personal injury, which may be sustained while participating as a Volunteer in these activities including the risk of passive or active negligence of the RELEASEES, or latent or hidden or obvious defects in the premises or equipment used.

I ACKNOWLEDGE AND AGREE that Parks may terminate my volunteer service at any time, without notice and without cause.

I AGREE TO COOPERATE WITH ANY SUPERVISOR, MANAGER, OR EMPLOYEE OF PARKS AND/OR THE COUNTY.

I FURTHER RECOGNIZE AND AGREE THAT no relationship of employer and employee between myself and the County is created by this AGREEMENT or through my actions and/or participation as a Volunteer. This AGREEMENT is not intended to and shall not be construed to create the relationship between myself and the County of agent, servant, employee, partnership, joint venture, or association. Nothing in this section or AGREEMENT shall limit the subrogation or indemnification rights Santa Cruz County.

I FURTHER UNDERSTAND AND RECOGNIZE THAT THE COUNTY IS A DRUG FREE WORKPLACE AND ENVIRONMENT: I agree that I shall comply with the County's policy of maintaining a drug free workplace and environment. I shall not unlawfully manufacture, distribute, dispense, possess, or use controlled substances, as defined in 21 U.S. Code § 812, including, but not limited to, marijuana, heroin, cocaine, and amphetamines, at any County facility, on any County property, or at a County work site. If I am convicted or plead nolo contendere to a criminal drug statute violation occurring at a County facility, property, or work site, I shall, within five days thereafter, notify the head of the County Parks Department. I recognize and agree that a violation of this provision shall constitute a material breach of this AGREEMENT and result in my termination as a Volunteer.

Restrictions on Use of Santa Cruz County Property ("County Property"): I shall not use the County Property for any activities that are not expressly permitted or by other written authorization of the County. This shall include yourself, any of your affiliates and/or any of your agents, employees, invitees,

guests, contractors, or subcontractors, and their employees. By way of example only and without limitation, the following uses of the County Property are prohibited:

- a. You shall not construct or place any permanent structures, signs or improvements on the County Property, nor shall you alter any existing structures, signs or improvements on the County Property.
- b. You shall not conduct any unauthorized activities and/or illegal activities on or about the County Property nor conduct any activities that constitute waste or nuisance.
- c. You shall not damage County's real or personal property.
- d. You shall not cause any Hazardous Material to be brought upon, kept, used, stored, generated or disposed of in, on or about the County Property, or transported to or from the County Property or any other real or personal property of the County.
- e. You shall abide by all instructions from County personnel.

A failure to meet these terms and conditions may result in a revocation of your permission to be on County Property, to serve as a Volunteer, and any other actions as permitted by law.

I HAVE READ THIS AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND HAVE SIGNED IT FREELY AND WITHOUT INDUCEMENT OR ASSURANCE OF ANY NATURE AND INTEND IT TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW AND AGREE THAT IF ANY PORTION OF THIS AGREEMENT IS HELD TO BE INVALID THE BALANCE, NOTWITHSTANDING, SHALL CONTINUE IN FULL FORCE AND EFFECT. I FURTHER AGREE TO ABIDE BY ALL PARK AND COUNTY POLICIES AND GUIDELINES AND EVERYTHING SET FORTH IN THIS AGREEMENT.

PRINTED NAME OF PARTICIPANT: _____

SIGNATURE OF PARTICIPANT: _____

SIGNATURE OF LEGAL GUARDIAN OF PARTICIPANT (IF REQUIRED): _____

STREET ADDRESS: _____

CITY/STATE/ZIP: _____

CONTACT NUMBER: _____



County of Santa Cruz

PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062
(831) 454-7901 FAX: (831) 454-7940 TDD: (831) 454-7978

PARKS & RECREATION COMMISSION MEETINGS

The commission may meet at an alternate location specified in the public notice. Additionally, the commission may call for special public meetings in order to timely conduct commission business.

2020 Schedule

MONDAY	February 3, 2020	7:00 p.m. to 9:00 p.m.
MONDAY	April 6, 2020	7:00 p.m. to 9:00 p.m.
MONDAY	June 8, 2020	7:00 p.m. to 9:00 p.m.
MONDAY	August 3, 2020	7:00 p.m. to 9:00 p.m.
MONDAY	October 5, 2020	7:00 p.m. to 9:00 p.m.
MONDAY	December 7, 2020	7:00 p.m. to 9:00 p.m.

 = Parks Commission meeting

2020

Holidays & Observances

January

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Jan 01 New Year's Day
- Jan 20 Martin Luther King Day
- Jan 25 Chinese New Year
- Feb 12 Lincoln's Birthday
- Feb 14 Valentine's Day
- Feb 17 President's Day
- Feb 26 Ash Wednesday
- Mar 08 Daylight Saving (begin)
- Mar 17 St. Patrick's Day
- Mar 20 Vernal equinox
- Apr 01 April Fool's Day
- Apr 09 Passover
- Apr 12 Easter
- Apr 22 Admin Assistants Day
- Apr 24 Ramadan begins
- May 10 Mother's Day
- May 25 Memorial Day
- May 31 Pentecost
- Jun 14 Flag Day
- Jun 20 June Solstice
- Jun 21 Father's Day
- Jul 04 Independence Day
- Sep 07 Labor Day
- Sep 19 Rosh Hashanah
- Sep 22 Autumnal equinox
- Oct 12 Columbus Day
- Oct 31 Halloween
- Nov 01 Daylight Saving (end)
- Nov 11 Veterans Day
- Nov 26 Thanksgiving
- Dec 10 Hanukkah begins
- Dec 21 December Solstice
- Dec 25 Christmas Day
- Dec 26 Kwanzaa begins
- Dec 31 New Year's Eve



County of Santa Cruz

DEPARTMENT OF PARKS, OPEN SPACE & CULTURAL SERVICES

979 17TH AVENUE, SANTA CRUZ, CA 95062

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

JEFF GAFFNEY
DIRECTOR

PARKS AND RECREATION COMMISSION 2018-2019 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 recommend 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 historic, cultural and natural resources in the County.
- III. Review the annual budget for Parks, Open Space and Cultural Services, and make 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 Simpkins Swim Center, Community Rooms at 979 17th Avenue, Santa Cruz.

The Commission is made up of five members, one nominated by each 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 Parks, Open Space and Cultural Services.

COMMISSION STAFF

Jeff Gaffney, Director; Rebecca Hurley, Park Superintendent; Eric Sturm, Park Superintendent; Will Fourt, Park Planner; Jennifer Mead, Secretary;

ATTENDANCE

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

2018-2019 ACTIVITIES AND ACCOMPLISHMENTS

Supported California Proposition 68, the Parks, Environment, and Water Bond that will provide funding for various grant programs. County Parks has applied to six Prop 68 funded grant programs in 2019:

1. CA River Parkways Grant Program by California Natural Resources Agency; Soquel Creek Linear Parkway-Completion; \$1,499,699; AWARDED
2. Green Infrastructure Grant Program by California Natural Resources Agency; Farm Phase 2 Development; \$3,000,000; NOT AWARDED
3. Recreational Trails and Greenways Grant Program by California Natural Resources Agency; The Farm Trails Development; \$1,637,000; PENDING RESULTS
4. Recreational Trails and Greenways Grant Program by California Natural Resources Agency; Pace Trails Construction; \$488,600; PENDING RESULTS
5. Statewide Park Program by California State Parks; Farm Park Development; \$7,216,000; PENDING RESULTS
6. Per Capita Program by California State Parks; Min. Allocation \$400,000; ACTUAL ALLOCATIONS TO BE ANNOUNCED EARLY 2020

Received updates and reports from Boulder Creek Recreation & Park District about programs and activities happening in the park district and improvements at the Bear Creek Country Club facility.

Received reports on the status of various park improvement projects including:

LEO's Haven Playground at Chanticleer Park
Heart of Soquel
Felton Library Project
Quail Hollow Ranch

Received updates from members of the Pajaro Valley Sports Foundation on prospective sites for a sports center in South County.

Supported the Measure G sales tax measure in the unincorporated areas of the County to be used to pay for County operations & services including emergency response, sheriff, fire, parks, street maintenance, mental health services, affordable housing, homelessness programs, youth and senior programs and economic development.

Participated in a roundtable discussion with the Watsonville City Parks Commission about Pinto Lake City and County park uses and improvements.

Reviewed proposed Parks Division Budgets for Fiscal Years 2019/2020.

Received presentations from the following agencies:

- Department of Public Works & Santa Cruz Public Libraries regarding the Library Annex project
- Soquel Creek Water District regarding the Pure Water Soquel project
- Youth Violence Prevention Task Force
- Friends of Santa Cruz County Parks
- General Services Department on the Ocean Street Government Center Expanded Access project

Adopted a resolution encouraging County Park access to all community members.

Received an update about the County Strategic and Operational Plan and the County Parks objectives within the plan.

Gave input on improvements and additional recreational uses at Moran Lake and the Farm park.

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

Received regular reports on the activities of the Parks Maintenance, Planning, Recreation, Aquatics, Reservations and Volunteers sections.

PROPOSED 2020-2021 GOALS

Reconnect with the Commissions' Charter, Mission and Vision.

Hold a workshop to align Commissions goals with the County Parks Strategic Plan.

Consider options for how department can continue to advance natural resource protection.

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.

Support, collaborate and advise staff regarding community outreach opportunities, including, marketing and branding, for county parks and recreation programs.

Attachment A

PARKS AND RECREATION COMMISSION - Attendance 2019

P = Present E = Excused Absence U = Un-Excused Absence V = Vacant R = Resigned C = Canceled Meeting

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
DISTRICT 1	No Meeting held in January		No Meeting held in March		No Meeting held in May		No Meeting held in July		No Meeting held in September		No Meeting held in November	
Mariah Roberts		P		P		P		P		P		
DISTRICT 2	No Meeting held in January		No Meeting held in March		No Meeting held in May		No Meeting held in July		No Meeting held in September		No Meeting held in November	
Katharine Minott		P		P		P		P				
DISTRICT 3	No Meeting held in January		No Meeting held in March		No Meeting held in May		No Meeting held in July		No Meeting held in September		No Meeting held in November	
Alex Sibille		A		R		n/a		n/a		n/a		
Maggie Duncan-Merrell	No Meeting held in January	n/a	No Meeting held in March		No Meeting held in May		No Meeting held in July		No Meeting held in September		No Meeting held in November	
				P		P		P				
DISTRICT 4	No Meeting held in January		No Meeting held in March		No Meeting held in May		No Meeting held in July		No Meeting held in September		No Meeting held in November	
Steven Bennett		P		P		A		A		P		
DISTRICT 5	No Meeting held in January		No Meeting held in March		No Meeting held in May		No Meeting held in July		No Meeting held in September		No Meeting held in November	
Jim Rapoza		P		A		P		P		P		

WRITTEN CORRESPONDENCE LISTING:

The Written Correspondence Listing is established to act as a report of materials received by the Commission as a whole, but may also include items requested for inclusion by individual Commissioners.

The Parks and Recreation Commission has received the following items of correspondence which require no official action by the Commission at this time:

1. Email from Lisa Sheridan, dated November 14, 2019, regarding trails at Anna Jean Cummings Park
2. Email from Lisa Sheridan, dated November 14, 2019, regarding trails at Anna Jean Cummings Park
3. Email from Lisa Sheridan, dated October 29, 2019, regarding trails at Anna Jean Cummings Park