



REGULAR MEETING MINUTES

Date: 4/28/2021

Time: 6:30 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 911 6597 4358

A. Call to Order

Chair Baskin called the meeting to order at 6:34 p.m.

B. Roll Call

Present: Baskin, Bryman, Diepenbrock, Harris, Staley-Shenk, Payne

Absent: None

Staff: Library and Community Services Director Reinhart, Assistant Library Services Director Szegda

C. Public Comment

- Julie Shanson asked that dates and captions be added to the Karl E. Clark storyboard photos.

D. Presentations

D1. City Council Liaison report – Mayor Drew Combs

Mayor Combs made the presentation.

E. Regular Business

E1. Accept the Parks and Recreation Commission minutes for the meeting of March 24, 2021

ACTION: Motion and second (Staley-Shenk/Bryman) to accept the Parks and Recreation Commission minutes for the meeting of March 24, 2021, passed unanimously.

E2. Expanding public access to facilities, programs, and services (Presentation)

Director Reinhart made the presentation (Attachment).

F. Informational Items

F1. City Council reports for Parks and Recreation Commission review:

- a. Proposed phase-in sequence for safely and sustainably expanding public access to facilities and services (Staff Report #21-090-CC)
- b. City Council direction on cost recovery policy, library overdue fines and recreation user fees (Staff Report #21-050-CC) (Presentation)

- c. Extend terms of various advisory bodies, extend recruitment application deadline, and postpone interviews and appointments of various advisory (Staff Report #21-075-CC)

F2. Storyboard for Karl E. Clark Park (Staff Report 21-009-PRC)

- Pam Jones commented on the storyboard design process, thanked Adriane Lee Bird, Brian Henry and Two Sisters Design for their work, and suggested June 19, 2021, for unveiling the installed storyboard.
- Cecilia Taylor thanked the Commission for their help on the project and suggested that former Commissioners who had worked on the project be invited to the unveiling.

F3. Parks and Recreation Commission agenda calendar

By acclamation, the following additions were made to the tentative agenda calendar:

- May – Planning for Karl E. Clark storyboard event
- June – Commissioner Report – Johnson
- Add to unscheduled:
 - Bedwell Bayfront Park master plan review
 - Commissioner tour of City parks

G. Commissioner Reports

G1. Individual Commissioner reports (Commissioner Diepenbrock)

Commissioner Diepenbrock suggested adding disc golf to Sharon Hills Park

G2. Acknowledging outgoing Commissioners Harris, Johnson, and Staley-Shenk

- Pam Jones thanked the outgoing Commissioners for their work on the Parks and Recreation master plan.

H. Adjournment

Chair Baskin adjourned the meeting at 8:20 PM

Nick Szegda, Assistant Library Services Director

Minutes approved at the May 26, 2021 Parks and Recreation Commission meeting

PHASE-IN SEQUENCE FOR SAFELY AND SUSTAINABLY EXPANDING PUBLIC ACCESS

Parks and Recreation Commission

April 28, 2021

BACKGROUND

The City Council received published reports on the topic of expanding services to further indoor public access:

- [March 9](#). Upcoming City Council consideration of objective criteria to guide facility reopening, service restoration, and reactivation of programs and events
- [April 6](#). Approve criteria to guide facility reopening, service restoration, and reactivation of programs and events
- [April 13](#). Library and community services facility, program and event reactivation
- [April 27](#). Proposed phase-in sequence for safely and sustainably expanding public access

SERVICES CURRENTLY PROVIDED IN MODIFIED FORMATS

- Police department 24/7
- Water utility, streets, landscape, facility maintenance
- City-owned outdoor parklands
- Senior center nutrition by home delivery, wellness checks by telephone
- Childcare, afterschool care, aquatic centers, skate park, tennis courts, athletic fields, and the city hall permit counter since mid-2020
- Library curbside pickup since mid-2020
- Recreation classes, community events outdoor or virtual since fall 2020
- City-owned playgrounds since fall 2020
- Community development, city manager's office, and administrative services - remote work with some on-site operations like building inspections

KEY CONSIDERATIONS FOR SAFE AND SUSTAINABLE SERVICE EXPANSION

- Non-congregate City services are operating in modified formats to protect health safety of customers and city staff
- City lacks the operational capacity to safely and sustainably expand indoor public access to all facilities and services at once
- Most customers and all city employees are now eligible for vaccination; vaccine access and vaccine hesitancy continue to pose challenges
- City budget has yet to be amended to provide for staffing, contract services, and capital improvements necessary to expand public access to facilities and services
- Public health guidance on variants and safety protocols

PRIORITIZATION AND PHASE-IN SEQUENCE

- Provides City Council, advisory bodies, staff, and the public clear and realistic expectations for when city services may be safely expanded
- Minimum lead time needed to expand public access to facilities and services is eight to 10 weeks
- Phasing-in and sequencing is recommended over several months, starting soon after the State lifts restrictions June 15
- Library Commission unanimously recommends expanding library access, considered a lower-risk activity, on or near July 1
- New fiscal year takes effect July 1
- Phase-in sequence can be adjusted to changing circumstances
- City Council can revise the phase-in sequence at any time.

EXPANSION PHASE 1

1. Interim services during MPCC construction

- Senior center services (at Arrillaga Recreation Center)
- Onetta Harris Community Center (at Belle Haven Branch Library)
- Neighborhood Services Center. Possible option to provide community meeting space in phase one or phase two, depending on site modifications.

2. Lower-risk public services currently operating in modified format

- Indoor public access to Main Library and Belle Haven Branch Library
- Outdoor recreation programs
- Virtual classes and events

3. Police lobby

EXPANSION PHASE 2

4. Moderate-risk indoor community services programs
 - Indoor recreation programs targeted to children and youth
 - Indoor recreation programs targeted to the general population.
5. City Council chambers for meetings of elected and appointed governmental bodies
 - Meetings of government bodies are open to the general public and can result in high-density gatherings lasting several hours, i.e., high-risk environments for viral spread. The Governor in March 2020 temporarily suspended certain provisions of the Brown Act to allow these meetings to take place virtually and decrease the risk to officials and their constituents when engaged in official government business. It is recommended that meetings continue to be all-virtual until this risk has been fully mitigated, or until the relevant Brown Act provisions are modified or reinstated by the Governor or Legislature.

EXPANSION PHASE 3

6. High-contact indoor programs, including gymnastics

- These programs, primarily gymnastics, involve close, physical person-to-person contact combined with high levels of physical exertion and respiration for extended periods of time in indoor environments. Additionally, the gymnastics program currently has no city resources allocated toward operations, and additional time is needed for City Council, advisory bodies, staff, community to undertake the process needed to assess service delivery options, identify resources, and implement services for the program.

7. City Hall for general public access

- City Hall is a complex office facility that includes some public access areas, some employees-only areas, and some elevated-security areas. In some areas, public access hallways and conference rooms are embedded in employee work areas, and restrooms are shared by employees and the general public. The permit counter on the first floor is currently accessible to the public on a limited basis by appointment and is recommended for further expanded access in an earlier reactivation group.

EXPANSION PHASE 4

8. Facility rentals

- This facility use involves high-density indoor gatherings that last for extended periods of time and often include consumption of food and drink, loud talking, singing, and physical exertion such as dancing, and are high-risk environments for viral spread. For these reasons, this facility use is proposed to be among the last to reactivate.

9. Special events

- Large-scale special events, whether indoors or outdoors, result in large, high-density gatherings of people from numerous households that carry the greatest risk of viral spread and can take several months of advance planning and investment in financial and personnel resources to execute safely and effectively. For these reasons, large-scale events are proposed to be among the last to reactivate.

10. All other indoor programs

**THANK
YOU**

Parks and Recreation Commission
April 28, 2021