



AGENDA

Meeting of the Scotts Valley Parks and Recreation Commission

In-Person and Remote Access

Date: February 20, 2025

Time: 6:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066 (831) 438-3251	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 Or Zoom Video Conference https://us02web.zoom.us/j/86905757283	Agenda posted on 02-14-25 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at: www.scottsvalley.gov
COMMISSIONERS		CITY STAFF MEMBERS
David Sanguinetti, Chair Gillian McGlaze, Vice Chair Heidi Denger, Commissioner Kate Kelsey, Commissioner Rebecca Sorci-Murray, Commissioner		Allison Pfeifferkorn, Recreation Division Manager Jordan Taylor, Administrative Secretary/Analyst

MEETING NOTICE AND AGENDA PACKET MATERIALS

Notice regarding Parks and Recreation Commission Meetings:

The Parks and Recreation Commission meets regularly on the 3rd Thursday of each month at 6:00 PM in the City Hall Council Chambers located at 1 Civic Center Drive, Scotts Valley, CA 95066, and via Zoom Webinar remote access.

Agenda and Agenda Packet Materials:

The Parks and Recreation agenda packet is published at least 72 hours in advance of the regular meeting and is available for review at the Recreation Division office at 361 Kings Village Road, Scotts Valley, CA. The agenda packet is also available for viewing on the City's website at www.scottsvalley.gov.

Public Participation:

For those wishing to participate via Zoom you can join the following ways:

Zoom Webinar meeting link: <https://us02web.zoom.us/j/81298572447>

Or dial one of these numbers: (669) 900-9128 or (669) 444-9171

Webinar ID: 812 9857 2447

Whether attendance is in-person or remote, you will be given opportunities to provide public comment at the appropriate times throughout the meeting. The time limit is up to 3 minutes for an individual, or 5 minutes for someone who is representing a group of three or more, at the

discretion of the Chair. Please note that this is not a question-and-answer time, but simply a time to provide comments to the Commission. At the appropriate times during the meeting for public comment, on items not on the agenda, and on specific agenda items, the Chair will announce that public comment will be accepted.

How to comment via in-person attendance:

Please proceed to the public comment podium when the Chair opens the item for public comment.

How to comment via Zoom Webinar:

Use the webinar attendee option to “raise hand” when the Chair opens the item for public comment. The Clerk will unmute you when it is your turn. If you have joined via Zoom phone call, dial *9 or your phone to “raise your hand”, and the Clerk will unmute you when it is your turn.

Call to Order

Roll Call

Staff Updates

1. Staff Update

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. If speaking on behalf of a group, the speaking time limit will be 5 minutes.

Consent Agenda

(Any person wishing to speak on the consent agenda may do so by raising their hand as the item is called out by the chairperson.)

1. 12-19-24 Parks and Recreation Commission Minutes
2. 2025 Scotts Valley Parks & Recreation Commission Meeting Schedule

Additions/Deletions to Regular Agenda

(Any person wishing to speak on the consent or regular agenda may do so by raising their hand as the item is called out by the chairperson.)

Regular Agenda

(Any person wishing to speak on the regular agenda may do so by raising their hand as the item is called out by the chairperson.)

1. Election of Officers
2. Al Shugart Park Grant Opportunity
3. Special Event logistics for 2025

Adjournment

ADA Notice

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 Scotts Valley Recreation 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 Scotts Valley Recreation. The California State Relay Service (TDD to voice: 1-800-735-2929, voice to TDD: 1-800-735-2922), provides telecommunications devices for the Deaf and will provide a link between the TDD caller and users of telephone equipment.

Recreation Division Manager Allison Pfefferkorn Staff Updates February 20, 2025

Past City Run Events-

- **Family Glow in the Dark Dance Night** - The second annual Glow in the Dark dance was a big success. Families with kids ranging from middle school to toddlers were lead by an instructor to move their bodies in fun dance moves and in ways that made them feel good all while twirling a glow stick.

Upcoming City Run Events-

- **Puzzelmania**- On March 22, teams will work fast to be the first team to finish a 500 piece puzzle. We encourage team shirts and team spirit. Open to teens and adults.
- **Art and Poetry Contest** is open for submissions. A new addition this year is an art contest. All poetry and art will be on display at the Showcase on May 16, 2025. Interested applicants can find more information on the Recreation website.

Recreation

- A new vendor for our recreation management software has been selected. This new software company will have an app and many features that will help bring efficiency and modernization to the department.
- The City Council approved 2025 recreation fees are now in effect.
- All leagues have begun their seasons at the fields; soccer, softball, and little league.
- Senior Center bocce league registration begins next week.
- Staff are actively working on setting up the summer recreation offerings.

Parks & Facilities:

- Pollarding of trees at City parks and buildings
- A recycled water mainline repair was completed at SkyPark after a large break occurred outside the Recreation building.
- Glenwood preserve retaining wall, located on the far side of the Siltanen park right across from the Majors field, has been completed.
- MacDorsa irrigation timer replaced.
- Water fountains serviced.
- Athletic Fields seeded at Skypark and Siltanen.
- A field closure policy has been created that notifies the leagues and public of fields closures due to weather and repairs.
- Chair Sanguinetti, Maintenance Manager Spencer-Cooke and RDM met with the Santa Cruz Trail Association and hiked the Lodoto Trail to assess areas that need trail work completed which is out of the scope of work of our maintenance team. Entering into a complete maintenance contract with SCMT was also discussed.
- Quotes have been received for pathway lighting from Skypark to the tennis and pickleball courts. Estimated cost is about \$40,000-\$50,000 depending on the type of light. The lights in many places in Skypark are in need of repair. Discussions are in progress if these projects can be combined and what funds are available.

Projects

- Skatepark fence replacement: An RFP for the full replacement of the skatepark fence is in process.
- Skypark courts resurfacing: An RFP to resurface the Skypark courts is in process.
- Skypark Bigkid Playground- All information from each department has been collected to complete the RFP. The RFP is slotted to be released at the end of the month.



MINUTES

Meeting of the
**Scotts Valley Parks and Recreation
Commission**
Date: December 19, 2024
Time: 6:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066 (831) 438-3251	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 Or Zoom Video Conference https://us02web.zoom.us/j/86905757283	The agenda was posted on 12-14-24 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at www.scottsvally.gov .

Call to Order - 6:00 pm

The meeting was called to order at 6:02 PM.

Roll Call

APPOINTED OFFICIALS PRESENT: Gillian McGlaze, Vice Chair Heidi Denger, Commissioner Kate Kelsey, Commissioner Rebecca Sorci-Murray, Commissioner ABSENT: David Sanguinetti, Chair	CITY STAFF MEMBERS PRESENT: Allison Pfefferkorn, Recreation Division Manager Mathew Spencer-Cooke, Maintenance Division Manager Brian Youmans, Administrative Secretary
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Staff Updates

1. Staff Updates - Department & Division - RDM Pfefferkorn

RDM Pfefferkorn gave a summary of recently accomplished events and activities that Parks and Recreation offered, as well as announced the upcoming publication of the Activity Guide. RDM Pfefferkorn also gave an update on the Community Garden, the status of the sports fields, and an update on the Siltanen Swim Center.

Public Comment Time

None.

Consent Agenda

1. 10-17-24 Parks and Recreation Commission Minutes

M/S: Denger/Kelsey

To approve the 10-17-24 Parks and Recreation Commission Minutes. Carried 4/0/0 (AYES: McGlaze, Denger, Kelsey, Sorci-Murray; NOES: None; ABSENT: Sanguinetti)

Additions/Deletions to Regular Agenda

None.

Regular Agenda

1. 2025 Scotts Valley Parks & Recreation Commission Meeting Schedule - RDM Pfefferkorn

RDM Pfefferkorn presented the staff report that listed all the scheduled commission meetings for 2025.

Commissioners expressed a desire to reschedule the December meeting and staff noted the desire and will send out alternative dates for the December meeting.

2. Skypark Big Kid Playground Replacement Update – RDM Pfefferkorn

RDM Pfefferkorn gave a presentation on the upcoming Big Kid Playground project which included the results of the community survey as well as a timeline for the future of the project.

Commissioners asked several questions about the project which staff responded to.

3. Parks Master Plan Update – RDM Pfefferkorn and MDM Spencer-Cooke

RDM Pfefferkorn gave a presentation on the background of the recently approved Parks Master Plan, and MDM Spencer-Cooke elaborated further on the operations and maintenance aspect of the plan.

Commissioners asked several questions about the Parks Master Plan which staff responded to.

Adjournment

The meeting adjourned at 7:07 PM.

City of Scotts Valley

PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 2/20/2025

TO: Honorable Mayor and City Council

FROM: Allison Pfefferkorn, Recreation Division Manager

APPROVED: Mali LaGoe, City Manager

SUBJECT: **2025 Scotts Valley Parks & Recreation Commission Meeting Schedule**

SUMMARY OF ISSUE

Parks and Recreation Bylaws Article III Section 1 Paragraph B states:
Regular Meetings: Regular meetings of the commission shall be held bimonthly on the third Thursday of February, April, June, August, October, and December and shall begin at 6:00 pm at the Scotts Valley City Hall Council Chambers.

Therefore, the proposed meeting schedule for 2025 is below:

Month	3rd Thursday	Notes
January	----	No meeting
February	20th	
March	----	No meeting
April	17th	
May	----	No meeting
June	26th	Rescheduled to fourth Thursday.
July	----	No meeting
August	21st	
September	----	No meeting
October	16th	
November	----	No meeting
December	16th	Rescheduled to Tuesday

FISCAL IMPACT

None.

STAFF RECOMMENDATION

Approve proposed meeting dates for 2025.

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None

City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 2/20/2025
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: Election of Officers

SUMMARY OF ISSUE

In accordance with the Art Commission Bylaws ARTICLE II. Section 1. a Chairperson and Vice-Chairperson will be elected among its members.

ARTICLE II. Section 1: SELECTION OF OFFICERS: At the first meeting of each calendar year, a Chairperson and Vice-Chairperson shall be selected by the Commission from among its members.

The duties of the Chairperson and Vice Chairperson are as follows:

A. CHAIRPERSON: The chairperson shall be selected by a majority vote of the members. The chairperson shall preside at all regular meetings and shall call all special meetings. He/she shall decide on all points of order and procedure during the meeting and his/her decision shall be final unless overruled by a vote of the commission. He/she shall represent the commission before the council whenever the chairperson, the commission, or the council considers it necessary.

B. VICE-CHAIRPERSON: The vice-chairperson shall be selected by a majority vote of the members. He/she shall assume all duties of the chairperson in the absence or the disability of the chairperson.

FISCAL IMPACT

None

STAFF RECOMMENDATION

Take nominations and elect the Chairperson and Vice-Chairperson for 2025

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None

City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 2/20/2025
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: **AI Shugart Park Grant Opportunity**

SUMMARY OF ISSUE

The Public Works Division has reviewed and updated the original park plans to reflect current building costs of the originally design of AI Shugart Park. The current project estimate is \$2.6 million. The allocated funding for the AI Shugart Park, through the Parks DIF, is \$1.3 million.

In efforts to secure funding to close the \$1.3 million gap, staff have been actively pursuing a 50% matching grant through the Land and Water Conservation Fund (LWCF). This grant provides funding for the acquisition or development of land to create new outdoor recreation opportunities for the health and wellness of Californians.

The City had previously applied and was awarded funds from LWCF for the trail design and build for a portion of the Lodato trail in the mid 90's.

Staff are attending a virtual training on applying for the grant at the end of February.

The grant could allow the city to phase the design and construction of AI Shugart Park, using DIF funds for the updated design and initial construction while supplementing the remaining balance with LWCF funds and additional sources for the final construction and completion of the park.

Staff are in the process of developing the necessary documents for this project to go out to bid.

FISCAL IMPACT

None

STAFF RECOMMENDATION

To receive the information.

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None

City of Scotts Valley

PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 2/20/2025
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: **Special Event logistics for 2025**

SUMMARY OF ISSUE

Over the past several years, Skypark has seen an increase in use by sports leagues and special events. Sports leagues are increasing their participants and special events are adding days to their events, and growing in the number of attendees. In addition, the Skypark irrigation system is increasingly fragile due to being 20+ years old. Other impacts to Skypark are seen on sidewalks and the utility boxes which are not rated for vehicles and therefore have been damaged repeatedly. As a result, the increased damage of Skypark during the special events season requires excessive emergency repairs, extended field closures, high repair costs and accelerated wear and tear on the park facility. During their annual strategic planning workshop in the first week of February, the City Council discussed the overuse of Skypark and the need to preserve the natural turf at the parks and unanimously agreed to implement measures to support its preservation, including disallowing vehicles from driving on the grass. It was discussed that many Cities do not allow special events to drive vehicles on grass areas, some even restrict picnic blanket use. Further, the Council discussed a temporary activation of the future Town Center site as an appropriate alternative for special events in order to continue offering event space, while also preserving the natural turf at Skypark.

Clearly, 2024 wasn't the first year that damage from vehicles in City parks has been contemplated in Scotts Valley. The Scotts Valley Municipal Code section 7.12.100 states: "no person shall stop, park or leave standing or unattended any vehicle in a City park." Consistent with this Municipal Code section and the need to reduce the overuse of Skypark, the City is considering establishing the following requirements and limitations for the 2025 special event season:

1. Regular or heavy vehicles are not allowed on the grass. This includes car or motorcycle shows, vendors, deliveries of supplies, materials, climbing walls or bounce houses or similar large items. Bounce houses or similar large items are allowed on the gazebo area that is not irrigated.
2. Tents are allowed on the grass areas for a maximum of 72 consecutive hours. No carpets, rugs, tarps or other ground coverings are allowed on the grass. Tables, chairs, and other furnishings should be mindful not to create holes, divots, or other damage.
3. Golf carts, Gaters or similar light vehicles with Turf Tires are allowed for delivery of

vender materials. Hand carts, dollies, wheelbarrows and other manual hauling equipment are allowed for vendor material transportation.

4. Food Trucks and food vendors are not permitted on the grass or gazebo areas of Skypark. They are permitted in the parking lots and drive aisles only.
5. Generators are not allowed on the grass directly or on a wood or other solid surface which would suffocate the grass.
6. Stages are permitted in designated areas only. These areas are along the perimeter of the field, near the Dog park/pump track or along the back of Skypark drive. Vehicles delivering stages must follow strict entry and exit routes and take care not to damage grass, irrigation equipment, when entering and exiting the grass. Stages may only be delivered or removed while City staff are present.

Staff are coordinating with all special event planners to help ensure all events will still be successful with these new restrictions.

To support our large special events and the preservation of the natural turf at Skypark, Staff are beginning work on a 'Phase 0' project of the Town Center property. This project, named "The Hangout," will serve as an interim use of the property until permanent construction of the Town Center begins. The Hangout will serve as a community gathering place where Scotts Valley will begin to experience the Town Center land not as "the dirt lot" but as an active hub and heart of Scotts Valley. The Hangout will serve as an event venue expansion for large signature events as well as new pop up events aimed at bringing the community together and building momentum and excitement about the Town Center. Preserving the natural turf at Skypark, along with the activation of 'The Hangout', allow the City to protect the integrity of the Skypark facility while generating excitement around the future Town Center development and providing expanded opportunities for special events.

FISCAL IMPACT

Decrease in repair and labor costs for damages caused by vehicles on the field.
Staff are working on a budget for the activation of The Hangout.

STAFF RECOMMENDATION

Staff recommends the commission to receive the information and provide feedback on the proposed changes to special events for the 2025 season in order to protect the natural turf of Skypark.

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None