



AGENDA

Meeting of the Scotts Valley Parks and Recreation Commission

In-Person and Remote Access

Date: August 17, 2023

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 8-11-2023 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at: www.scottsvally.gov

ELECTED OFFICIALS	CITY STAFF MEMBERS
David Sanguinetti, Chair Gillian McGlaze, Vice Chair Heidi Denger, Commissioner Rebecca Sorci-Murray, Commissioner Martin Spierings, Commissioner	Allison Pfefferkorn, Recreation Division Manager Cathie Simonovich, City Clerk

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.scottsvally.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/86905757283 Or dial one of these numbers: (669) 900-9128 or (669) 444-9171

Webinar ID: 869 0575 7283

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 - 6:00 pm

Roll Call

Public Hearing

1. Changes to Tennis & Pickleball Court Rules

Staff Updates

1. Staff Updates - Department & Division - RDM Pfefferkorn

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. 4-20-23 Parks and Recreation Commission Minutes

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. Parks Master Plan & Recreation Strategic Plan Update - RDM Pfefferkorn
2. Resolution to form an Ad Hoc committee to address neighborhood issues associated with use of Tennis & Pickleball Courts
3. Plan to reduce off-leash dogs in parks - RDM Pfefferkorn
4. Consider adopting Recreation Code of Conduct - RDM Pfefferkorn
5. Consider changing Parks & Recreation Commission meetings to bi-monthly - RDM Pfefferkorn

Adjournment

ADA NOTICE

The City of Scotts Valley does not discriminate against persons with disabilities. The City Council Chambers is an accessible facility. If you wish to attend a City Council 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 City Clerk's office at (831) 440-5600 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a City Council meeting be available in an alternative format consistent with a specific disability, please call the City Clerk's 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.

PROCEDURAL INFORMATION FOR THE PUBLIC

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN APPROVAL OF A RESOLUTION:

1. Move the Resolution number for approval.
2. Second the motion.
3. Vote by body, a roll call vote is not required.

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN INTRODUCTION/ADOPTION OF AN ORDINANCE:

1. Move the Ordinance number for introduction (or adoption).
2. Move the Ordinance be introduced by title only and waive the reading of the text.
3. Read the Ordinance title.
4. Second the motion.
5. Vote by body, a roll call vote is not required.

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN PUBLIC COMMENT/PUBLIC HEARINGS:

Unless otherwise determined by the presiding officer of the meeting:

1. Three minutes allowed per individual to speak.
2. Five minutes allowed per individual representing a group of three or more.



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City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 8/17/2023
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: **Changes to Tennis & Pickleball Court Rules**

SUMMARY OF ISSUE

The rules for usage of the City of Scotts Valley Tennis Courts require updating to specifically acknowledge the addition of pickleball courts, add the name “Pickleball” to the name of the facility, and to clarify that rules apply to both tennis and pickleball. Additionally, after receiving public and Parks and Recreation Commission input, the City of Scotts Valley Parks and Recreation Department intends to adjust the time limits for using the courts when others are waiting: solos would now be able to use a court for a maximum of 20 minutes; singles and doubles players would now be able to use the courts for a maximum of 60 minutes, an increase from 30 minutes. In addition, we will develop rules to specifically address and regulate the court that is painted for both tennis and pickleball to clarify shared usage. The City of Scotts Valley Municipal Code § 7.04.060B requires a public hearing before changing any park rules.

BACKGROUND

The City of Scotts Valley Tennis Courts were built as part of the Skypark housing development in 1997. The original courts were designed for tennis use only, and the court rules were specific to tennis. Court rules were posted on signs directly outside the court gates. The time limits for the courts originally specified that when others were waiting for a court, singles and doubles play was limited to 30 minutes; there was no authorization for a solo person to use a court to, for example, practice solo serving.

Since that time, the game of pickleball has grown exponentially in popularity, prompting the City of Scotts Valley to convert several of the tennis courts to pickleball courts. There are now four dedicated pickleball courts, two dedicated tennis courts, and one court that is lined for both tennis and pickleball use.

Members of the public have expressed the need to update the rules to add “pickleball” to the court name, clarify that the rules apply equally to both sports, and provide a longer time frame for participants to play when others are waiting.

At the February 2023 Parks and Recreation Commission meeting, these items were discussed, and the Commissioners requested that staff update the court rules.

According to the City of Scotts Valley Municipal Code §7.04.060, "Said rules and regulations shall be adopted only after a public hearing at which time the recreation division manager shall afford any interested person the opportunity to present statements in writing, with or without opportunity to present the same orally. The recreation division manager shall consider all relevant matters presented to him/her before adopting or amending any regulation." The public hearing will be held as part of the Parks and Recreation Commission meeting on August 17, 2023. After the public hearing is concluded, the Commission should consider the public input and provide a recommendation on the rules to the Recreation Division Manager. The Recreation Division Manager will approve the rules in accordance with Scotts Valley Municipal Code §7.04.060.

FISCAL IMPACT

If any new rules are approved, new signage will be needed at the courts. Cost of new signs: Approximately \$1200

STAFF RECOMMENDATION

Conduct public hearing at the August 17, 2023 Parks and Recreation Commission meeting, and consider any additional public input. Provide a recommendation to the Recreation Division Manager on the proposed rules.

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1. Proposed Tennis & Pickleball court rules sign

CITY OF SCOTTS VALLEY TENNIS & PICKLEBALL COURT RULES

1. TENNIS SHOES MUST BE WORN AT ALL TIMES.
2. NO FOOD, DRINK, OR SMOKING ALLOWED ON COURTS.
3. ONLY TENNIS OR PICKLEBALL ACTIVITIES ON COURTS.
-NO BIKES, SKATEBOARDING, ETC...
4. WAITING PLAYERS MAY NOT WAIT ON COURT AREA. TIME LIMIT WITH PLAYERS WAITING:
 - SOLO SERVING 20 MINUTES
 - SINGLES OR DOUBLES 60 MINUTES
5. NO LEANING ON NETS.
6. NO PRIVATE LESSONS UNLESS SANCTIONED BY PARKS & RECREATION.
7. PARKS & RECREATION ACTIVITIES HAVE PRIORITY.



Minutes
City of Scotts Valley
Parks and Recreation Commission
Date: April 20, 2023 – 6:00 pm

CITY OF SCOTTS VALLEY	MEETING LOCATION	POSTING:
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 Zoom for public	Agenda Posted 4/14/23 Parks & Rec & City Hall

Any documents produced by the City and distributed to a majority of the Commission regarding any item on this agenda will be made available on the City's website at the following link: <https://www.scottsvally.org/AgendaCenter/Parks-Recreation-Commission-10>

P&R Commissioners

David Sanguinetti, Chair
Gillian McGlaze, Vice-Chair
Heidi Denger, Commissioner
Rebecca Sorci-Murray, Commissioner
Martin Spierings, Commissioner

City Staff Members

Ali Robinson, Recreation Division Manager
Chris Lamm, Public Works Director
Lauren Lambert, Deputy City Clerk

Meeting called to order at: 6:01 pm

Roll Call

Present: Vice-Chair McGlaze Commissioners Denger, Spierings, and Sorci-Murray
Absent w/ notification: Chair Sanguinetti

Consent Agenda:

M/S: Denger/McGlaze to approve March 16, 2023 meeting minutes.
Carried: 4/0

Additions/Deletions to Regular Agenda: None.

Parks and Recreation Staff Update:

- PWD Lamm announced the following:
 - The City rolled out a new publicly accessible Wi-Fi to Skypark and Community Center.
 - A new maintenance manager is set to tentatively start the following Monday. There is an active recruitment with interviews set for the coming weeks to fill the Administrative Secretary position for Parks and Recreation.
 - Current status for the replacement for the tennis court drinking fountain as well as the ongoing project to repair all existing drinking fountains within the parks.

Public Comment Time None.

Minutes
City of Scotts Valley
Parks and Recreation Commission
Date: April 20, 2023 – 6:00 pm

Regular Agenda

1. Skypark Courts Usage Information Gathering – PWD Lamm & RDM Robinson

RDM Robinson outlined the procedure for the night's meeting, including the hybrid model that allows public comments. RDM Robinson explained the Tennis and Pickleball court layouts within Sky Park as well as detailing the history of the courts, including the creation of the pickleball court as well as the leagues using the courts. This led to RDM Robinson explaining how in March of 2023, City Council received a neighborhood complaint of noise due to pickleball paddles as well as a parking issue. City Council assigns the Parks & Recreation Commission to investigate.

The known issues are the great demand for pickleball, that causes greater noise than tennis, the issue of tennis players and pickleball players having to share the space, as well as the overflow of parking within the Sky Park parking area. Illegal parking has created a maintenance concern for Public Works, due to the erosion it has caused for the land around the parking area.

2. Parks Master Plan & Recreation Strategic Plan Update – RDM Robinson

RDM Robinson describes that Recreation is committed to the community, and is in the middle of a three week push to receive community feedback for what people want to see in the parks, including improving old facilities as well as additions of new amenities. RDM Robinson announces where the public can go for these feedback meetings as well as promoting the survey for citizens to voice their concerns.

3. Public Comment

Chair Sanguinetti reads a list of written comments that the commission has received, listed here:

Debbie Bratby	Judy Allen	Andrew Lenz Jr	Carol Hagan
Eric Ferrante	Mark Dettle	Allan Kass	Matt Babb
CeCe Shain	Barb Raab	Chris Benson	Diane Morgenstern
Lori Amato	Beth Sorauf	Susan Murray	Caroly DeLucia
Susie Kaplan	Richard Benson	Lori Volk	Matthew Hakimi
Christine Bloom	Judy Carlough	Lori Gaudin	Mark Dolson
G.F.	Diane Pacholski	Jesse	Steve Ghio
Kristin Long	Gregory LeBaron	Carolyn Mecozzi	William Lu
Jared Boggs	Karl Volk	Laura Hernandez	Bob Unetich
Isaiah	Susan Murray	Jennifer Wade	John Pacholski
Ann Marie Bucholtz	Jackie	Kristy Sion	Kari Gilton
Jerry Beyke			

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Chair Sanguinetti then opens the floor for public comment:

- Joseph (tennis player)– concerned with tennis being pushed out entirely by the Pickleball players and is hopeful for newer courts.
- Matthew (homeowner) – Thanked the commission as well as Chair Sanguinetti for their service to the city, and is greatly disturbed by the amount of noise as well as the number of cars that the popularity of pickleball brings in.
- Jerry Beyke (homeowner/tennis player) – Believes the single biggest issue is the parking problem due to the parking area being designed for 12 tennis players, but is insufficient for the addition of all the pickleball players, due to pickleball having more players, and believes the parking lot near the skatepark can be better utilized.
- Erik (pickleball player) – Is aware of the loud nature of the sport and would be open to relocation and offers to close off the court parking area for players to park near the recreation building parking lot.
- Mark Dettle (Santa Cruz Pickleball Club Representative) – Believes the three key issues are: noise, parking, court usage priority. Suggests a noise buffering curtain to surround the court. Suggests expanding the parking area near the courts as well as installation of bike racks and encouragement for players to park near the recreation building. Offers volunteer work to help staff with any issues of parking. Suggests having designated times for the shared court for Pickleball to alleviate some tension between the pickleball and tennis players.
- Aaron Hicks (pickleball player) – Tells his story of the health and social benefits of the sport as well as how pickleball can be good for the community. Wishes to see solutions to the previously stated issues, without having one group ostracized.
- David (pickleball player) – is cognizant of the issues and has no issue with sharing the courts with tennis players. Is hopeful to find a solution to the problems.
- Rachel (tennis and pickleball player) – is thankful tennis and pickleball can share the shared court. Wishes for all players to slow down their cars through the neighborhood.
- Don (homeowner) – Doesn't have an issue with any of the players themselves, but the parking is overwhelming to him. Suggests the building of new pickleball courts somewhere else and returning the courts to the original tennis layouts.
- Ko (tennis player) – Believes pickleball players have been historically discourteous to tennis players and neighborhood. Wishes to see new pickleball courts being made to accommodate them so Sky Park courts can return to being solely used for tennis.
- Dennis (tennis player) used to come to Sky Park 2-3 times a week for tennis, however, no longer comes due to pickleball players. The parking has been too much, as well as the poor etiquette of the pickleball players.
- Minori (pickleball player) – wishes to express sympathy for those affected by the issues.
- Daniel (tennis and pickleball player) – was not aware of the issues with parking but would like to see better separation of courts and thinks shared court should be converted to either full tennis or full pickleball.
- Willie (homeowner) – Thinks noise is a serious concern, and believes pickleball

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players should be more respectful.

- Anne (pickleball player) – wants to see a sign that clearly states all the rules of the courts to better clarify how players ought to act.
- Francis (pickleball player) – states that there is no other pickleball courts in Scotts Valley and that despite the noise being an issue, the court closes at 9:00, meaning there is no more noise at 9:00.

Chair Sanguinetti then closes the floor for public comment

4. Open Discussion between staff and Commission

Chair Sanguinetti asks PWD Lamm what it would take to expand the parking with the existing land that the city has.

PWD Lamm responded by stating that the city would need to hire a geotechnical engineer to be sure that a safe and environmentally friendly addition could be made near the courts. He goes on to state that it would be a Capital Improvement Project.

Chair Sanguinetti asks if the current parking lot near the Recreation office can accommodate the court players.

PWD Lamm states that a time of use analysis would need to be done due to the presence of the Soccer Club using the parking lots in the evening.

Chair Sanguinetti asks what the opinion is of moving the pickleball courts somewhere else within Sky Park.

PWD Lamm states that this is a good opportunity to look at this with the discussion of the Parks Master Plan process. He states that removing a field would be inconvenient for any and all users of the field.

Chair Sanguinetti asks about the vacant lot on the other side of the skate park.

PWD Lamm informs the Commission that the vacant lot is programed to be the future town center, which would involve a lengthy discussion in regards to those plans.

Chair Sanguinetti informs the Public that the dog park and pump track at Sky Park is not on City owned land, but rather has an agreement with the land owners for usage of the space.

Commissioner Denger asks about any possibility of signage to post rules of etiquette to be posted at the courts.

RDM Robinson stated that the Parks and Recreation Division has already done much of the research on the city rules in regards to the courts, has plans for signage for the courts, and that the next step is to have a public hearing for the rules of the courts.

Vice-Chair McGlaze expressed interest in relocating the pickleball courts, and asked the staff to please look into any solutions for sound mitigation such as the aforementioned noise dampening curtain.

M/S: Sanguinetti/Denger

To create an Adhoc Committee comprised of commissioner members as well as representation from each interested party that is affected by the issue.

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Carried 4/0 (AYES: Sanguinetti, Denger, McGlaze, Sorci-Murray)

5. Chair Sanguinetti Emphasizes importance of survey and moves to Agenda Item #2: Parks Strategic Plan and Parks Master Plan.

RDM Robinson gives update that there will be a public meeting held the next day in the Community Center as well as the following Saturday in the Sky Park Large Gazebo. Both events will be open house style with the Parks Consultant present and available. She updated that 275 people have already taken the Parks Survey within the first three days of being available. The final meeting will be the following Saturday after that, with invitations to all major stakeholders of the Parks and Recreation Division. The survey will be open until May 3rd. RDM Robinson also details all of the available ways that community members have access to the survey and emphasizes the importance of the survey.

Commissioner McGlaze asks if it was possible to push the deadline of the survey back by a week.

RDM Robinson accommodates this request and pushes deadline to Friday May 12th.

Commissioner McGlaze and Commission Sorci-Murray asks more clarifying questions in regard to the promotion of the Survey throughout the parks.

RDM Robinson answers these questions, then goes on to inform the Commission that after the Survey is finished, the next step is the Recreation Strategic Plan, and that the first meeting for that will be around the second week of May.

Commissioner McGlaze asks clarifying questions about the dates for surveying park goers, and about the survey being available for multiple people in the same IP address.

RDM Robinson will investigate both of these concerns.

Future Agenda Items:

May – 5-Year CIP Budget Presentation

May - Siltanen Pool Operator Update

Adjournment: Meeting was adjourned at 7:16 pm.

City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 8/17/2023
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED:
SUBJECT: Resolution to form an Ad Hoc committee to address neighborhood issues associated with use of Tennis & Pickleball Courts

SUMMARY OF ISSUE

Background

The City of Scott's Valley Parks and Recreation Commission has previously heard public comment in regards to the three key issues currently happening at the Sky Park courts which are: noise, parking, and the issue with usage of the shared court.

To best resolve the issues facing the surrounding neighborhood, Chair Sanguinetti motioned for the creation of a committee to explore and research solutions for these issues during the April Parks and Recreation Commission.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

It is recommended the commission identify 2 members to be on the Ad Hoc Committee to address neighborhood issues associated with use of Tennis & Pickleball Courts

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1. RESOLUTION Skypark Neighborhood Ad Hoc Committee

RESOLUTION NO. 2023-1

RESOLUTION OF THE PARKS AND RECREATION COMMISSION OF THE CITY OF SCOTTS VALLEY ESTABLISHING A TEMPORARY PROJECT SPECIFIC AD HOC SUBCOMMITTEE

WHEREAS, the Parks and Recreation Commission (“Commission”) may establish project specific subcommittees to address an explicit purpose or need; and

WHEREAS, project specific subcommittees are of a limited duration and should be active for no more than one year; and

WHEREAS, the Commission desires to establish a project specific ad hoc subcommittee to address neighborhood issues in the Skypark residential area associated with joint use of the Tennis & Pickleball Courts, which shall be entitled Skypark Neighborhood Tennis & Pickleball Courts Ad Hoc Subcommittee, effective August 17, 2023 through December 16, 2023; and

WHEREAS, the purpose of the Skypark Neighborhood Tennis & Pickleball Joint Use Ad Hoc Subcommittee is to accomplish the following:

- Hear Skypark resident feedback regarding negative impacts of Tennis & Pickleball Courts on the neighborhood and receive recommendations for mitigations and/or solutions; and
- Hear Tennis & Pickleball Court user recommendations for mitigations and/or solutions for impacts on the neighborhood; and
- Advise City of Scotts Valley staff on the recommended mitigations and solutions.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the City of Scotts Valley Parks and Recreation Commission hereby establishes the Skypark Neighborhood Tennis & Pickleball Joint Use Ad Hoc Subcommittee for the purposes and duration outlined above.

The above and foregoing resolution was duly and regularly adopted by the Parks and Recreation Commission of the City of Scotts Valley at a regular meeting held on the 17th day of August 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
David Sanguinetti, Chair

Attest: _____
Allison Pfefferkorn Recreation Division Manager

City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 8/17/2023
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED:
SUBJECT: Consider adopting Recreation Code of Conduct - RDM
Pfefferkorn

SUMMARY OF ISSUE

Scotts Valley Recreation is committed to providing positive experiences in all Recreation Division facilities in which Recreation programs and services are held. In following models of other Bay Area cities, staff believes an overall Code of Conduct would apply to anyone participating and utilizing our parks, classes, facilities, centers and spaces. An overarching policy will be applied in all situations that arise.

The Recreation Code of conduct will be implemented:

- A part of the user contract that is signed by each user group renting our facilities.
- Posted on our website
- Made available to the Senior Center and the Recreation staff
- Posted on our Kiosks, inside the Community Center, Senior Center, Recreation Office, Tennis/Pickle Ball courts.

In February 2023, the Senior Board voted to adopt the same code of conduct for the Senior Center.

FISCAL IMPACT

Printing costs to post at our facilities

STAFF RECOMMENDATION

- Review the draft Recreation code of conduct and provide feedback.

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1. Recreation Code of Conduct 2023

Welcome to the City of Scotts Valley Recreation Division

Scotts Valley Recreation is committed to providing positive experiences in all Recreation Division facilities in which Recreation programs and services are held. When participants abide by the following guidelines in our programs and spaces, we can ensure enjoyable and positive experiences for all.

Use Spaces as Intended

All spaces, equipment, materials, and furniture are for designated Recreation program use only and may not be removed, misused or altered without permission.

Be Considerate of Others

Respectful behavior is expected at all times. People that are inconsiderate or discourteous to others may be asked to leave the facility and / or the program.

Communicate with Respect

All communication must be made with positive intent. Harassing and demeaning language or gestures towards others, including behavior such as yelling, physical contact, or obscene language, will not be tolerated.

Act Responsibly

We want our program spaces to be places where all people can learn, connect and grow in a safe and supportive environment. Violating the Scotts Valley Recreation Code of Conduct or any law, ordinance, or policy is prohibited.

Recreation Code of Conduct

For the enjoyment and safety of everyone, the City of Scotts Valley expects all people to treat others and facilities connected to the program with respect and abide by all rules and direction from staff and individuals representing the City and the Scotts Valley Recreation Division. We reserve the right to refuse service to anyone for failure to abide by this code of conduct.

Recreation participants, staff, teachers, volunteers and guests are expected to:

- Conduct themselves in an appropriate manner at all times while participating in programs and services provided or sponsored by the City of Scotts Valley Recreation Division.
- Be considerate and courteous to all other people in the programs and spaces.

The following actions will be considered in violation of the Code of Conduct:

- Failure to comply with directives by an instructor, staff or volunteer such that the health and safety of others are threatened. This includes compliance with mandatory safety precautions, such as appropriate attire/footwear for the activity.
- Activities that infringe on the rights of others.

- Harassment of any kind based on race, religion, sexual orientation, ability, age, gender identity, or physical appearance.
- Behavior, demeaning comments, or gestures that disturbs others. This includes sexual harassment and threatening behavior such as yelling, physical contact, use of foul or obscene language, harsh verbal words, aggressive tone of voice, or sexually inappropriate behavior.
- Using or appropriating property of others without their permission.
- Destruction or unauthorized removal of City of Scotts Valley materials, equipment, furniture and grounds.
- Leaving or storing large items in any facility or leaving items which create a safety hazard or block pathways that can interfere with public access.
- Sleeping or bathing in facilities and restrooms.
- Vandalism.
- Acts of violence.
- Violation of any federal, state, county or city laws, ordinances, the City's Municipal Code or policies including:
 - Infractions against policies regarding loitering, sales or solicitation.
 - Possession, use, or sale of drugs or controlled substances.
 - Violation of smoking restrictions both inside and outside of the building.

Consequences:

If a participant exhibits behaviors or actions that violate the Scotts Valley Recreation Code of Conduct, the magnitude and impact of the specific conduct may warrant different levels of consequences. The City will address violations on a case-by-case basis, evaluating factors such as the conduct, the policy violated and impacts to the health and safety of participants and staff.

Any participant who engages in discriminatory, harassing, or otherwise objectionable behavior is subject to the following actions and removal from the program or facility:

Request: If a behavior is deemed to violate the Code of Conduct, a staff member will verbally request that the behavior be discontinued. Participants are expected to comply with the request.

Suspend: If the behavior continues after the verbal request, a City employee may ask anyone found violating Code of Conduct to leave the facility or program for the remainder of the day.

Meet: If the inappropriate behavior continues on a following day, the participant will be asked to leave for the remainder of the day and a meeting will be scheduled with staff, the Recreation Division Manager and participant to discuss expected changes. A written report will be filed regarding the incident(s).

Remove: If the behavior continues following the meeting, the Recreation Division Manager may suspend the participant for 90 days. **

Appeals - The Recreation Division Manager shall provide a written letter outlining his/her decision to suspend a participant and they can appeal the decision. Appeals must be made in writing to the Director of Public Works within thirty days from the date of the exclusion. The appeal will be reviewed within twenty-one days from the date that the appeal was filed. The Public Works Director decision is final.

**In cases of behavior that is physically threatening to other participants or staff, the Recreation Division Manager reserves the right to immediately remove a participant from a program or facility and they will not be permitted to return for one year from the incident.

Thank you for doing your part to create a positive, safe, and equitable experience at our all of our facilities and spaces.

City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 8/17/2023
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Coordinator
APPROVED:
SUBJECT: Consider changing Parks & Recreation Commission meetings to bi-monthly - RDM Pfefferkorn

SUMMARY OF ISSUE

Background

The City of Scotts Valley's Parks and Recreation Commission is an Advisory Board to the City Council. In the past the commissions have met monthly along with subcommittee meetings when projects needed to be completed.

With the startup of the Park and Recreation Commission meetings after staff transitions and summer break, staff is reevaluating the monthly meeting along with committee meetings happening in the same month.

Moving to bi monthly commissions meetings will allow for subcommittees to meet on the alternating months to move forward on projects.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

To move Parks and Recreation commissions meeting to Bi Monthly

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None