

ITEM III**MINUTES**

PARKS, BEACHES & RECREATION COMMISSION
Pacifica Police Station – EOC Conference RM
2015 Coast Highway
Pacifica, CA 94044

January 23, 2013

CALL TO ORDER:

Chair Cochran called the meeting to order at 7:00 PM.

I PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Commissioner Murphy.

II ROLL CALL:

Commissioners Present: Abbott, Cochran, Ewell, Finnegan, Murphy, Zuromski,
Sambrailo

Commissioners Absent: None

Commissioners Excused: None

Staff Present: Director Michael Perez, Child Care Asst. Supervisor Peggy Ussery

III APPROVAL OF MINUTES:

The minutes from the November 28, 2012 meeting were not available and will be tabled for approval at the next regular meeting.

IV ADOPTION OF THE AGENDA:

Chair Cochran called for a motion adopting the order of the agenda. Commissioner Zuromski made a motion to adopt the agenda, seconded by Commissioner Murphy, motion carried 7-0.

V SPECIAL PRESENTATION

Child Care Assistant Supervisor Peggy Ussery, City employee for over 30 years.

- The program serves a mix of full cost and subsidized families through Pacifica, children from preschool through 8th grade at 6 locations – State preschool programs at Fairmont Park, Ocean Shore and Sunset Ridge. Full day preschool at Vallemar and Fairmont West. School-aged programs at Cabrillo, Vallemar, Ocean Shore and Sunset Ridge.
- The program has been self supporting (no general fund support) for 7 years.
- Past year – numbers have fluctuated between 360 and 400 children – grown from 280 in 2004. There are 20 less children due to cuts in the State contracts.
- Annually the program received over \$1,000,000 from federal, state and county contracts. It supports between 150 and 200 subsidy slots.
- Children are being admitted to the program based on economic needs, those with the highest need are enrolled first.
- Full cost fees have brought in \$432,000 for the first 6 months this year, which is on par with recent years.
- Currently planning for upcoming summer programs.

VI ORAL COMMUNICATIONS None**VII ITEMS FOR CONSENT**

Chair Cochran called for a motion to approve the items for consent. Commissioner Zuromski made a motion to approve items A, B, C, D, E, and F to the record. The motion was seconded by Commissioner Finnegan and passed 7-0.

VIII ITEMS FOR CONSIDERATION

A) Surf Camp Policy - Director Perez read the staff report, highlighting the history of the policy and summarized the study sessions from 11/28/12 and 1/9/13.

- Chair Cochran opened up the discussion with commissioners.
- Commissioner Abbott – raised the possibility of changing limit of students, and the ratios of 1:5 to 1:4.
- Commissioner Ewell – wanted to discuss changing the last bullet relating to local surf shops.
- Chair Cochran – asked to save that issue for discussion after the other language issues were resolved/voted on.
- Commissioner Zuromski – also recommended changing ratios to 1:4, and to have the same for the surf shops.
- Commissioner Finnegan – suggested that any other applications would be considered on a yearly basis.
- Commissioners also discussed the proposed changes highlighted in the policy as well as the final bullet relating to the local surf shops. Changes to this final bullet were suggested, but it was ultimately left alone. A few corrections were made and
- Commissioner Zuromski made a motion to adopt the recommendations with modifications as made tonight by the Commission and Sambrailo seconded and passed 5-2.
 - Ayes – Zuromski, Sambrailo, Cochran, Murphy, Finnegan
 - Noes – Abbott, Ewell

The final changes are included at the end of this document.

- Chair Cochran – NorCal Surf Shop is requesting to have the ability to serve 12 students per class. Chair Cochran said our small camps are \$920/year and large camps are \$1,120/year. As it pertains to the request, the Commission will need to decide to charge full price, lower price or whether or not it should be allowed at all.
- Commissioner Murphy – Supported allowing it and suggested that they be charged a lower fee based on the 7 additional (from 5 to 12 students) - \$920 divided by 12 and multiplied by 7.
- Commissioner Zuromski – supported allowing another camp, but felt they should be charged full amount and suggested a problem could arise because they could actually have the currently allowed 5 in addition to the requested 12.
- This point was discussed and ways to avoid this from happening by incorporating the appropriate language.
- Commissioner Finnegan – supports the request and charging full small camp price.
- Commissioner Ewell – supports the request/addition, was not sure about what to charge.
- Commissioner Abbott – Concerned about changing the guidelines and possible issues with “case by case” and how things are added.
- Director Perez – added that there were two ways of thinking about this: we were adding a fourth camp, or letting NorCal increase their existing limit.
- Chair Cochran – We are talking about a Surf Shop/Surf Camp/Surf School, so it should be considered different from a regular surf camp.

Public Comments

-Matt Cole, owner of University of Surfing – They already maintain a 1:4 ratio and it wouldn't be a problem for them if the policy was changed to that. He felt that all the rentals of surf boards by the local shop were contributing to larger amounts of folks in the beach. He also felt that a break in price for NorCal was unfair and that they should pay the same price as he does as a small camp permit holder.

-Cliff Hodges, owner of Adventure Out – had submitted the document with suggested scenarios of how to keep the numbers down. This showed a 1:4 ratio; however, even though he did propose it, he gave an example of how it might not work for him if he had an instructor call in sick, leaving him out of ratio under a "new policy" as opposed to the existing of 1:5. He was in favor of NorCal's request, but in agreement with Matt in terms of not giving a break in price. He does not believe that Linda Mar can handle 4 "full" camps. He thinks summer rentals increase during the summer making the beach more crowded and having a 4th camp out there would compound those issues. He didn't have the answer, but hoped the Commission could work their "commissionary magic" and come up with something.

-Commissioners further discussed this item and worked on language to add a sub-bullet to the final bullet regarding the surf shops. Commissioner Zuromski made a motion to add that "one local surf shop may apply annually for a permit to increase the number of students (up to 12) at the small surf camp/school rate" to the policy, seconded by Commissioner Finnegan and passed 7-0.

B) Liaison Assignment for Fireworks Task Force

-Commissioner Abbott and Commissioner Sambrailo volunteered as the PB&R representatives for the Fireworks Task Force, with all members approving.

IX REPORTS FROM COMMISSIONERS:

-Commissioner Sambrailo – While on the beach today she saw signs, about 15-20, in the Linda Mar north area. They were snowy plover signs and seemed to be defining the snowy plover area.

-Commissioner Zuromski – Asked Director Perez the results of the first Kid's Night Out and asked about the process for end of term and reapplying for the PB&R - Commission.

-Commissioner Finnegan – Talked about the recent national day of service that helped contribute to numbers for the beach planting and restoration event. They removed 300 pounds of garbage. She thought the plover signs were beautiful.

-Commissioner Ewell – Also notice the snowy plover signs, might have gone up on Saturday, they appear to be falling apart and could be a litter concern.

-Commissioner Abbott – The San Mateo County homeless count was taking place tomorrow.

-Commissioner Cochran – Passed out announcements for the Earth Day fundraiser movie night "Surfing for Life" at the Mildred Owen Concert Hall on 2/22/12. Earth Day celebration event is on April 20, 2013.

-Commissioner Murphy – none

IX REPORTS FROM STAFF:

Director Perez reported:

- Discussed snowy plover signage, was approached last year about putting up temporary signs on the beach and explained why this isn't allowed – issues with Coastal Commission, concerns of maintenance, litter, and vandalism.
- Thanked staff for all their hard work and efforts. Thanked Commissioners for their support and wished them a Happy New Year.
- Gave a staffing update – Nicole Acquisti resigned as Coordinator last month and that position is in the process of being filled. Most likely by March. Lisa Warns, Admin Assistant also resigned to go back to school. Her last day was 1/15/13. This recruitment is in the very beginning stages. Meals on Wheels/Transportation Coordinator Ray Lopez announced his retirement as of 3/29/13.
- Protections for the Western Snowy Plover will be on the City Council agenda this coming Monday 1/28/13. A letter was received by the city from US Fish and Wildlife on 12/5/12. Commissioners were invited to call Director Perez for further information.
- Commissioners are invited to the STEM Innovation reception – 2/28/13. Director Perez will follow up with details.
- Paid parking update – City staff are working on some details, and the target date for starting the program is expected to be in May.

XI CORRESPONDENCE/ANNOUNCEMENTS: None

XII ADJOURNMENT:

Chair Cochran called for a motion to adjourn. Commissioner Murphy made the motion to adjourn, seconded by Commissioner Zuromski. The motion passed 7-0 and the meeting adjourned at 8:47 PM.

Respectfully submitted,
Michael J. Perez
Director

Parks, Beaches & Recreation Commission
Greg Cochran, Chair

Pacifica Parks, Beaches and Recreation Department Surf Camp/School Policy for Pacifica State Beach Adopted by the PB&R Commission 1/23/13

Applicant Qualifications:

- Pacifica business license
- Facility Use (permit) form via PB&R
- Price list of camp fees and program structure/basic curriculum and schedule - curriculum should also include discussion of surf citizenship/etiquette, appropriate to the length of the session
- Copy of Certificate of Insurance for \$3 million dollar (\$3,000,000) liability insurance for current year
- Proof of Workers' Compensation policy of one hundred thousand dollars (\$100,000) if you have employees
- Safety plan and business plan submitted with application
- Proof of current WSI (water safety) and CPR certification on file for each employee
- All applicants must have proper equipment in good condition
- Applicant and all staff must be proficient in surfing

Guidelines and Rules:

- Two surf schools/surf camps with a limit of 25 students per class
- One surf school/surf camp with a limit of 12 students per class
- The ratio of five (5) students per instructor (minimum requirement)
- All instructors under the age of 18 must be supervised if working with minors
- Students surfing outside the impact zone (beyond the breakwaters) and/or independently, must wear leashes
- Instructors to be identified by colored jersey with "Surf Instructor" on back (preferably red)
- Students to also wear a different colored jersey for identification and wetsuits for protection
- Individual surfing by instructors should be for demonstration and instructional purposes only
- Camp hours on weekends: 8 AM to 12 Noon
- 10 or fewer students per camp between 12 Noon and sunset
- Area of operations is restricted to the area between the north restrooms and the San Pedro Creek

- Camps/lessons will need to be cancelled if water is too crowded, conditions unsafe or if only one wave break is surf-able
- Local Surf Shops who hold a Pacifica Business License, carry Liability and Workers Compensation Insurance, may continue the practice of employees teaching individual and small group lessons with a maximum of 5 students in keeping with the ratio of five (5) students per Instructor (minimum safety requirement)
 - One local surf shop may apply annually for a permit to increase the number of students (up to 12) at the small surf camp rate