

# **AGENDA CITY OF WATSONVILLE PARKS & RECREATION COMMISSION MEETING**



*Opportunity Through Diversity; Unity Through Cooperation.*

*Working with our community to create positive impact through service with heart.*

**Araseli Campos, District 1  
Vanessa Quiroz-Carter, District 2  
Brando Sencion, District 3  
Jessica Carrasco, District 4  
Abel Sanchez, District 5  
Noe Ibarra, District 6  
Frank Barba, District 7**

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Or iPhone one-tap: +16692545252,,1616102985#  
Or Telephone: +1 669 254 5252 or +1 669 216 1590 or +1 646 828 7666  
Webinar ID: 161 610 2985***

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Santa Cruz County Health Officer Extended and Modified Shelter in Place Orders, and the Governor's Executive Orders N-25-20 and N-29-20, that allows attendance by members of the Parks & Recreation Commission, City staff, and the public to participate and the Commission to conduct the meeting by teleconference, videoconference, or both.

HOW TO VIEW THE MEETING: There is no physical location from which members of the public may observe the meeting. Please view the meeting via the link available at:  
<https://www.cityofwatsonville.org/191/Parks-Recreation-Commission>

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit written comments by emailing [pcs@cityofwatsonville.org](mailto:pcs@cityofwatsonville.org). All comments will be part of the meeting record. Emails received three hours before the meeting may not be uploaded to the Agenda and may not be seen by the Commission or staff. They will be added to the agenda the day after the meeting.

HOW TO PARTICIPATE DURING THE MEETING: Members of the public are encouraged to join the meeting through Zoom Webinar from their computer, tablet or smartphone at:  
<https://www.cityofwatsonville.org/191/Parks-Recreation-Commission> **Or iPhone one-tap: +16692545252,,1616102985# Or Telephone: US: +1 669 254 5252 or +1 669 216 1590 Webinar ID: 161 610 2985** to express their comments.

For information regarding this agenda, please call the Parks & Community Services Department at (831) 768-3240.

## **Americans with Disabilities Act**



***If you wish to attend a meeting and you will require assistance in order to attend and/or participate, please call the Parks & Community Services Department at least three (3) business days in advance of the meeting to make arrangements. The City of Watsonville TDD number is (831) 763-4075.***



**AGENDA  
CITY OF WATSONVILLE  
PARKS & RECREATION COMMISSION MEETING**

**Opportunity Through Diversity; Unity Through Cooperation.**

**Monday, May 3, 2021, 6:30 p.m.**

**Pages**

**1. ROLL CALL**

**Motion to excuse absent Parks & Recreation Commissioners (If any)**

Pursuant to Charter Section 900, Paragraph 2.

**2. PLEDGE OF ALLEGIANCE**

**3. PRESENTATIONS & ORAL COMMUNICATIONS**

*This time is set aside for members of the general public to address the Parks & Recreation Commission on any item not on the Agenda, which is within the subject matter jurisdiction of the Parks & Recreation Commission. No action or discussion shall be taken on any item presented except that any Commissioner may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Parks & Recreation Commission will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Commissioner may place matters brought up under Oral Communications on a future agenda. ALL SPEAKERS ARE ASKED TO ANNOUNCE THEIR NAME IN ORDER TO OBTAIN AN ACCURATE RECORD FOR THE MINUTES.*

**3.a. ORAL COMMUNICATIONS FROM THE PUBLIC**

**3.b. ORAL COMMUNICATIONS AND LIAISON REPORTS FROM THE PARKS & RECREATION COMMISSIONERS**

**3.c. DIRECTOR'S REPORT**

**4. CONSENT AGENDA**

*All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one consensus motion. Any items removed will be considered immediately after the consensus motion. The Chair will allow public input prior to the approval of the Consent Agenda.*

**4.a. MOTION APPROVING MINUTES OF APRIL 5, 2021**

- a) Staff Report
- b) Commission Questions & Input

- c) Public Input
- d) Appropriate Action

**5. ITEMS REMOVED FROM CONSENT AGENDA**

**6. PRESENTATIONS & REPORTS**

- 6.a. WATSONVILLE RETURN TO PLAY** 10  
Receive the report on Watsonville's Return to Play!

**7. NEW BUSINESS**

- 7.a. APPROVE APPLICATION FOR PUBLIC ART FOR TEMPORARY FRAME ART AT VARIOUS PARKS, SUBMITTED BY COUNTY PARK FRIENDS** 19
- a) Staff Report
  - b) Commission Questions & Input
  - c) Public Input
  - d) Appropriate Action

Staff recommends that the Parks and Recreation Commission approve the Application for Public Art for Temporary Frame Art at various parks, submitted by County Park Friends.

- 7.b. ADOPTION OF REVISED RECREATION FACILITY RENTAL FEE SCHEDULE** 25
- a) Staff Report
  - b) Commission Questions & Input
  - c) Public Input
  - d) Appropriate Action

That the Parks and Recreation Commission recommend that the City Council adopt the revised Recreation Facility Rental Fee Schedule (Attachment D) that incorporates the following changes:

1. Adjust base rental fees as outlined in Attachment D and eliminate existing add on fees and annual CPI increase,
2. Implement a uniform 40% fee reduction for non-profits from the rates established for private renters and apply this fee reduction to rentals for picnic areas and pavilions,
3. Establish an additional 10% rental fee for non-residents, and
4. Establish fees for facilities not currently included in the rental schedule.

**8. UNFINISHED BUSINESS**

- 8.a. PRC LIAISONS** 49
- a) Staff Report
  - b) Commission Questions & Input
  - c) Public Input
  - d) Appropriate Action

IT IS RECOMMENDED THAT THE PARKS AND RECREATION

COMMISSION APPOINT COMMISSIONERS TO SERVE AS LIAISONS TO VARIOUS PROGRAM AREAS, AS DETERMINED BY THE PARKS AND RECREATION COMMISSION.

**8.b. PRC WORKPLAN**

52

- a) Staff Report
- b) Commission Questions & Input
- c) Public Input
- d) Appropriate Action

IT IS RECOMMENDED THAT THE PARKS AND RECREATION COMMISSION DEVELOP AND ADOPT A WORKPLAN FOR THE 2021 CALENDAR YEAR.

**9. ADJOURNMENT**

**The next Commission meeting will be held on June 7, 2021**

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day and on the City of Watsonville website at <https://www.cityofwatsonville.org/191/Parks-Recreation-Commission>

Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Parks & Recreation Commission Administrative Office (231 Union Street) during normal business hours.

Such documents are also available on the City of Watsonville website at: <https://www.cityofwatsonville.org/191/Parks-Recreation-Commission> subject to staff's ability to post the document before the meeting.



## **PARKS & RECREATION COMMISSION MEETING**

**April 5, 2021, 6:30 p.m.**

Commissioners Present: Commissioner Vanessa Quiroz-Carter,  
Commissioner Abel Sanchez,  
Commissioner Noe Ibarra,  
Commissioner Frank Barba

Commissioners Absent: Commissioner Araseli Campos,  
Commissioner Brando Sencion,  
Commissioner Jessica Carrasco

Staff Present: Nick Calubaquib, Parks and Community Services Director  
Ben Heistein, Assistant Parks & Community Services  
Director  
Adriana Flores, Senior Administrative Analyst  
Desiree Moya, Administrative Assistant II

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### **1. ROLL CALL**

#### **Motion to excuse absent Parks & Recreation Commissioners (If any)**

Pursuant to Charter Section 900, Paragraph 2.

**MOTION:** Excuse Absent Parks & Recreation Commissioners

**Moved by** Sanchez

**Seconded by** Quiroz-Carter

AYES (4): Quiroz-Carter, Sanchez, Ibarra, Barba

ABSENT (3): Campos, Sencion, Carrasco,

**Carried (4 to 0)**

### **2. PLEDGE OF ALLEGIANCE**

### **3. PRESENTATIONS & ORAL COMMUNICATIONS**

#### **3.a ORAL COMMUNICATIONS FROM THE PUBLIC**

NONE

### **3.b ORAL COMMUNICATIONS AND LIAISON REPORTS FROM THE PARKS & RECREATION COMMISSIONERS**

Commissioner Sanchez stated he is excited to hear that there will be fireworks show this year.

Commissioner Quiroz-Carter clarified her vote from the February 1, 2021 Parks and Recreation Commission Meeting under section 6b, Nomination and Election of Parks and Recreation Commission Vice Chairperson. Commissioner Quiroz-Carter stated she made her vote for consistency to maintain the previous vice chair and was not opposed to others taking the role.

### **3.c DIRECTOR'S REPORT**

Director Calubaquib updated the Commission on upcoming projects and events such as the opening of the Ramsay Park Bike Pump Track, the second annual Easter egg drop, release of an RFP for design services for Ramsay dog park, multi-use field, inclusive playground and soccer field. Director Calubaquib also updated on the opening of sports programs, planning for summer programs and modified special events which can be subject to change based on current guidelines. Director Calubaquib announced the star of the Month for March Jorge Rocha Sr. Park Maintenance Worker.

## **4. CONSENT AGENDA**

### **4.a MOTION APPROVING MINUTES OF MARCH 1, 2021**

**MOTION:** Approve Minutes of March 1, 2021

**Moved by** Quiroz-Carter

**Seconded by** Ibarra

AYES (4): Quiroz-Carter, Sanchez, Ibarra, Barba

ABSENT (3): Campos, Sencion, Carrasco

**Carried (4 to 0)**

## **5. ITEMS REMOVED FROM CONSENT AGENDA**

NONE

## **6. PRESENTATION & REPORTS**

### **6.a CAPITAL IMPROVEMENT PROJECT UPDATE 2020-2021**

Assistant Director Heistein provided the commission with an update on the 2020-2021 Capital improvement projects (CIP). Due to COVID restrictions, some CIP projects carried over from the previous fiscal year. CIP's were displayed for the current fiscal year and commission was updated on what has been completed on the list and what is still currently being worked on.

Commissioner Barba asked if the City Plaza was a national registry or national landmark and when the restroom is constructed would it cause any issues for approval. He also asked if the restroom will be opened 24 hours or on a time schedule. Heistein clarified that the City Plaza is a National Historical registry along with the Gazebo and the design of the Plaza restroom did have to follow various processes prior to the approval of the plan. Heistein also stated that the restroom will be on a time schedule and monitored during the day.

Commissioner Quiroz-Carter asked if there is a projected date for the completion of the Plaza restrooms. Heistein stated that it is on schedule for completion by July 2022.

Commissioner Sanchez asked if there would be an opportunity for art work on the restrooms and if the Ramsay Urban Greening project would include adding lighting to the park. Heistein stated that a mural will be added to the Plaza restroom and the Ramsay sidewalk will be illuminated by the park's existing lights. Commissioner Sanchez commented on the Ramsay pump track and gave his gratitude to the Mountain Bikers of Santa Cruz for their help and contribution.

Commissioner Ibarra commented on the dog park and that it might look like an area that would need lighting. Heistein stated that park is open from sunrise to sunset and at sunset the park would be closed, however, additional lighting will be explored as the project progresses.

Commissioner Barba asked if future security cameras are planned for the park. Heistein responded that cameras will be added to help monitor for security.

Comment from the public: Paul DeWorken, community member, had some questions and concerns regarding homeless in the area towards the backside of the soccer field. He suggested that the plan include a section for public safety and include solar lighting in the soccer field area. He also stated that the lighting at the PAL Davis site needs improvement. DeWorken commented on the Pump track and asked if the Bike Shack or other community members that assisted with the construction of the track had been included in the video. Heistein provided clarification on the questions and concerns.

## **7. UNFINISHED BUSINESS**

### **7.a PARKS AND RECREATION COMMISSION LIAISON**

a) Staff Report - Director Calubaquib showed the various program areas in the department where Commissioners could serve as liaisons. This item was presented to the PRC previously and was tabled so that absent commissioners could be included. Commissioners were given the opportunity to choose the area they wanted to serve as liaisons and gain a better understating of how programs function.

b) Commission Questions & Input - None

c) Public Input - None

d) Appropriate Action

**MOTION:** Approve Appointed Commissioners to Serve as Liaisons to Various Program Areas

**Moved by** Ibarra

**Seconded by** Quiroz-Carter

AYES (4): Quiroz-Carter, Sanchez, Ibarra, Barba

ABSENT (3): Campos, Sencion, and Carrasco

**Carried (4 to 0)**

## **7.b PARKS AND RECREATION COMMISSION WORK PLAN**

a) Staff Report - Director Calubaquib displayed to the commission the work plan for the 2021 calendar year. This item was presented to the PRC in March 1, 2021 and was brought back to the commission meeting so that the absent commissioners be included to develop and adopt a work plan.

b) Commission Questions & Input - Commissioner Barba requested to adopt the Ramsay soccer committee work plan.

c) Public Input - None

d) Appropriate Action

**MOTION:** Adopt the Commission Work Plan

**Moved by** Quiroz-Carter

**Seconded by** Ibarra

AYES (4): Quiroz-Carter, Sanchez, Ibarra, Barba

ABSENT (3): Campos, Sencion, and Carrasco

**Carried (4 to 0)**

## **8. NEW BUSINESS**

### **8.a APPLICATION FOR PUBLIC ART FOR A MURAL LOCATED AT 35 E. LAKE AVENUE**

a) Staff Report - Senior Administrative Analyst Adriana Flores presented the application for public art for mural located at 35 E. Lake Avenue. Staff recommended that the Commission approve the application for Public Art. The artist is Paul DeWorken and he provided additional information on the mural art project. He added that this work is a collaboration between the following artists: Jessica Carrasco, Mateo Gonzalez along with himself and various community members.

b) Commission Questions & Input - Commissioner Barba asked the cost to create the mural and how it is funded. DeWorken clarified that the cost to create the mural is about \$2,500 and it is paid by the owner. He also stated he applied for a grant to help with additional expenses.



- c) Public Input - None
- d) Appropriate Action

**MOTION:** Approve the Public Art Application for a Mural Project Located at 35 E. Lake Ave.

**Moved by** Quiroz-Carter

**Seconded by** Ibarra

AYES (4): Quiroz-Carter, Sanchez, Ibarra, Barba

ABSENT (3): Campos, Sencion, Carrasco

**Carried (4 to 0)**

## **8.b STRATEGIC ACTION PLAN UPDATE**

a) Staff Report - Director Calubaquib provided an update on the strategic action plan for the department.

b) Commission Questions & Input - Commissioner Quiroz-Carter asked what the three partner schools are. Calubaquib answered that the schools that were part of the joint use agreement are Landmark, EA Hall and Ann Soldo. Commissioner Sanchez asked whether those that are vaccinated are able to gather indoors and stated he has not seen any regulations regarding active senior adults. Calubaquib responded that he has not seen guidelines that specifically target seniors and that guidance for gathering indoors is still very limiting.

- c) Public Input - None
- d) Appropriate Action

**MOTION:** Adopt the Strategic Action Plan Update

**Moved by** Quiroz-Carter

**Seconded by** Ibarra

AYES (4): Quiroz-Carter, Sanchez, Ibarra, Barba

ABSENT (3): Campos, Brando Sencion, Carrasco

**Carried (4 to 0)**

## **9. ADJOURNMENT**

The meeting adjourned at 8:36 p.m.

ATTEST:

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Abel Sanchez, Chair, Parks & Recreation Commission

Nick Calubaquib, Director, Parks & Community Services Department



# Agenda Report

**MEETING DATE:** Monday, May 3, 2021

**TO:** PARKS & RECREATION COMMISSION

**FROM:** IMELDA NEGRETE, RECREATION SUPERINTENDENT

**SUBJECT:** REPORT ON WATSONVILLE'S RETURN TO PLAY

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## STATEMENT OF ISSUES:

Watsonville's Return to Play! Report.

## RECOMMENDED ACTION:

Receive the report on Watsonville's Return to Play!

## DISCUSSION:

The global pandemic has underscored that recreation programs and close-to-home parks are crucial to a community's quality of life. During this crisis, people have turned to their parks like never before—for fresh air, exercise, meditation, and a sense of peace and community.

Due to the COVID-19 pandemic, all in person special events and programming including our sports programs have been canceled since mid-March 2020. With the news that the State is aiming to fully reopen on June 15 and the County moving into orange tier, more guidance has been released as to what we are able to offer to the community.

The Watsonville's Return to Play! chart outlines the programs and facilities that are allowed to open in each tier, with applicable social distancing restrictions and other State and local guidelines. There has been an overwhelming positive response to the programs we are currently offering, with some garnering wait lists at full capacity. All programs being offered have COVID-19 protocols set in place for the safety and well-being of all.

## Programs Currently Being Offered

Program	Scheduled Start Date
Itty Bitty Sports	April 9 <sup>th</sup>
Karate	May 3 <sup>rd</sup>
Recreational Youth Soccer	May 8 <sup>th</sup>

Adult Men's Softball	May 10 <sup>th</sup>
Quicksilver Competitive Swim Lessons	June 7 <sup>th</sup>
Camp WOW Summer Camp	June 14 <sup>th</sup>
Aquatics	June 14 <sup>th</sup>
Facility Rentals	June 15 <sup>th</sup>
PAL Programming	June 21 <sup>st</sup>

Our Virtual Recreation Center (<https://www.cityofwatsonville.org/1916/VIRTUAL-RECREATION-CENTER>) was a huge success during the pandemic as it served as a place for fun, education and resources. We continue to be committed to ensure that our community has the resources to maintain healthy lives, grow meaningful relationships and have extraordinary experiences and though we are opening many of our programs, our goal is to continue to bring programs and resources right to the families that cannot participate in person.

If the State does reopen on June 15<sup>th</sup> as announced, our facility rental program will start taking facility reservations and our in person special events will take place.

#### **FINANCIAL IMPACT:**

Expenses for our programs allowed under the Watsonville's Return to Play! are included in the adopted fiscal year budget.

#### **ATTACHMENTS AND/OR REFERENCES (If any):**

Watsonville's Return to Play! chart



CITY OF WATSONVILLE PARKS AND COMMUNITY SERVICES

## WATSONVILLE'S RETURN TO PLAY!

As cases of COVID-19 fall, community members become vaccinated and industries begin to reopen, the City of Watsonville Parks and Community Services Department is thrilled to lead the way to *Watsonville's Return to Play!* The global pandemic has underscored that recreation programs and close-to-home parks are crucial to a community's quality of life. During this crisis, people have turned to their parks like never before—for fresh air, exercise, meditation, and a sense of peace and community.

The following chart outlines the programs and facilities that are allowed to open in each tier (with applicable social distancing restrictions and other State and local guidelines) as part of *Watsonville's Return to Play!* This chart will be updated as guidelines change. For more information on programs and services currently offered, please visit us at [www.watsonvillerec.com](http://www.watsonvillerec.com) or on [Facebook](#) or [Instagram](#).



UPDATED: April 19, 2021

		We Are Here	
Purple Tier	Red Tier	Orange Tier	Yellow Tier
<b>Aquatic Programs</b> ( <a href="#">Youth and Recreational Adult</a> , <a href="#">Fitness Facilities</a> Guidance)			
<ul style="list-style-type: none"> <li>Outdoor swimming and diving, including lessons</li> </ul>	<ul style="list-style-type: none"> <li>Outdoor swimming and diving, including lessons</li> </ul> <p><b>Current Status:</b> Partnership with Quicksilver Aquatics for Pre-comp swim program beginning in April. Planning for 2021 Summer Learn to Swim Program.</p>	<ul style="list-style-type: none"> <li>Outdoor water polo</li> <li>Indoor and outdoor swimming and diving</li> </ul>	<ul style="list-style-type: none"> <li>Outdoor water polo</li> <li>Indoor and outdoor swimming and diving</li> </ul>
<b>Childcare, Day Camps and Youth Programs</b> ( <a href="#">Childcare</a> , <a href="#">Day Camp Cohorts</a> Guidance)			
<ul style="list-style-type: none"> <li>Cohorts must be limited to no more than 14 children and youth and no more than two supervising adults, or a configuration of no more than 16 individuals total (children and youth or adults) in the cohort.</li> </ul>	<ul style="list-style-type: none"> <li>Cohorts must be limited to no more than 14 children and youth and no more than two supervising adults, or a configuration of no more than 16 individuals total (children and youth or adults) in the cohort.</li> </ul>	<ul style="list-style-type: none"> <li>Cohorts must be limited to no more than 14 children and youth and no more than two supervising adults, or a configuration of no more than 16 individuals total (children and youth or adults) in the cohort.</li> </ul> <p><b>Current Status:</b> Continue Excel in Place distance learning program (80+ youth) through end of school year. Summer programs to resume in cohorts.</p>	<ul style="list-style-type: none"> <li>Cohorts must be limited to no more than 14 children and youth and no more than two supervising adults, or a configuration of no more than 16 individuals total (children and youth or adults) in the cohort.</li> </ul>
<b>Facility and Field Rentals/Private Events</b> ( <a href="#">Campgrounds/Outdoor Rec</a> , <a href="#">Private Events</a> , <a href="#">Gatherings</a> Guidance)			
<ul style="list-style-type: none"> <li><b>For all Uses:</b> Masks and physical distancing required. Singing, shouting, chanting, cheering, or exercising strongly discouraged outdoors and not permitted indoors</li> <li><b>Recreation and Fitness Classes:</b> Allowed outdoors</li> <li><b>Gatherings:</b> Social/informal gatherings w/o defined guest list.</li> </ul>	<ul style="list-style-type: none"> <li><b>For all Uses:</b> Masks and physical distancing required. Singing, shouting, chanting, cheering, or exercising strongly discouraged outdoors and not permitted indoors</li> <li><b>Recreation and Fitness Classes:</b> Allowed outdoors; indoors at 10% capacity.</li> <li><b>Gatherings:</b> Social/informal gatherings w/o defined guest list.</li> </ul>	<ul style="list-style-type: none"> <li><b>For all Uses:</b> Masks and physical distancing required. Singing, shouting, chanting, cheering, or exercising strongly discouraged outdoors and not permitted indoors</li> <li><b>Recreation and Fitness Classes:</b> Allowed outdoors, indoors at 25% capacity.</li> <li><b>Gatherings:</b> Social/informal gatherings w/o defined guest list.</li> </ul>	<ul style="list-style-type: none"> <li><b>For all Uses:</b> Masks and physical distancing required. Singing, shouting, chanting, cheering, or exercising strongly discouraged outdoors and not permitted indoors</li> <li><b>Recreation and Fitness Classes:</b> Allowed outdoors, indoors at 50% capacity.</li> <li><b>Gatherings:</b> Social/informal gatherings w/o defined guest list.</li> </ul>

		We Are Here	
Purple Tier	Red Tier	Orange Tier	Yellow Tier
<p>Outdoor only with max 3 households.</p> <ul style="list-style-type: none"> <li>• <b>Private Events</b> (effective 4/15): Meetings/receptions/conferences. Purchased tickets or defined guest list. Seating chart/Assigned seating. No intermingling of multiple private events. Outdoor only. Maximum 25 people. If all guests are tested or show proof of full vaccination: Max 100.</li> <li>• <b>Cultural/Religious Ceremonies:</b> Allowed outdoors and indoors at 25% capacity</li> <li>• <b>Field Rentals:</b> Available according to Youth and Adult Recreational Sports guidance.</li> </ul>	<p>Indoor discouraged, allowed with modifications, with max 3 households. Effective 4/15 – Outdoor: Max 25 people. Indoor: Indoor gatherings strongly discouraged, allowed with modifications (no food/drink except when following the standards in the guidance). Max 25% capacity in settings where capacity limits exist and up to 3 households or 10 people.</p> <ul style="list-style-type: none"> <li>• <b>Private Events</b> (effective 4/15): Meetings/receptions/conferences. Purchased tickets or defined guest list. Seating chart/Assigned seating. No intermingling of multiple private events. Outdoor: Maximum 50 people. If all guests are tested or show proof of full vaccination: Max 200. Indoor: If all guests are tested or show proof of full vaccination: Max 100 people</li> <li>• <b>Cultural/Religious Ceremonies:</b> Allowed outdoors and indoors at 25% capacity</li> <li>• <b>Field Rentals:</b> Available according to Youth and Adult Recreational Sports guidance.</li> </ul>	<p>Indoor discouraged, allowed with modifications, with max 3 households. Effective 4/15 – Outdoor: Max 50 people. Indoor: Indoor gatherings strongly discouraged, allowed with modifications (no food/drink except when following the standards in the guidance). Max 25% capacity in settings where capacity limits exist or 25 people, whichever is fewer.</p> <ul style="list-style-type: none"> <li>• <b>Private Events</b> (effective 4/15): Meetings/receptions/conferences. Purchased tickets or defined guest list. Seating chart/Assigned seating. No intermingling of multiple private events. Outdoor: Maximum 100 people. If all guests are tested or show proof of full vaccination: Max 300. Indoor: If all guests are tested or show proof of full vaccination: Max 150 people</li> <li>• <b>Cultural/Religious Ceremonies:</b> Allowed outdoors and indoors at 50% capacity</li> <li>• <b>Field Rentals:</b> Available according to Youth and Adult Recreational Sports guidance.</li> </ul> <p><b>Current Status:</b> Rentals allowed according to guidance.</p>	<p>Indoor discouraged, allowed with modifications, with max 3 households. Effective 4/15 – Outdoor: Max 100 people. Indoor: Indoor gatherings strongly discouraged, allowed with modifications (no food/drink except when following the standards in the guidance). Max 50% capacity in settings where capacity limits exist or 50 people, whichever is fewer.</p> <ul style="list-style-type: none"> <li>• <b>Private Events</b> (effective 4/15): Meetings/receptions/conferences. Purchased tickets or defined guest list. Seating chart/Assigned seating. No intermingling of multiple private events. Outdoor: Maximum 200 people. If all guests are tested or show proof of full vaccination: Max 400. Indoor: If all guests are tested or show proof of full vaccination: Max 200 people</li> <li>• <b>Cultural/Religious Ceremonies:</b> Allowed outdoors and indoors at 50% capacity</li> <li>• <b>Field Rentals:</b> Available according to Youth and Adult Recreational Sports guidance.</li> </ul>
<b>Parks - including playgrounds, restrooms, skate parks, outdoor courts and fields, Pinto Lake, RV park, campgrounds</b> ( <a href="#">Campgrounds/Outdoor Rec, Outdoor Playground Guidance</a> )			
• Open with restrictions	• Open with restrictions	• Open with restrictions	• Open with restrictions

		We Are Here	
Purple Tier	Red Tier	Orange Tier	Yellow Tier
		<b>Current Status:</b> All parks open with mask and physical distancing requirements.	
<b>Recreation Classes</b> ( <a href="#">Youth and Recreational Adult Sports</a> , <a href="#">Fitness Facilities</a> Guidance)			
<ul style="list-style-type: none"> <li>Outdoor low-contact exercise classes, incl. martial arts, dance, Zumba, yoga, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Outdoor low-contact exercise classes, incl. martial arts, dance, Zumba, yoga, etc.</li> <li>Indoor capacity limited to 10%</li> </ul>	<ul style="list-style-type: none"> <li>Indoor low-contact exercise classes, incl. dance, Zumba, yoga, etc.</li> <li>Indoor capacity limited to 25%</li> </ul> <p><b>Current Status:</b> Some classes currently offered outdoors.</p>	<ul style="list-style-type: none"> <li>Indoor moderate and high contact exercise classes, incl. martial arts</li> <li>Indoor capacity limited to 50%</li> </ul>
<b>Senior Center and Older Adult Programs</b>			
<ul style="list-style-type: none"> <li>Virtual programs</li> <li>Individual services by appointment</li> </ul>	<ul style="list-style-type: none"> <li>Virtual programs</li> <li>Individual services by appointment</li> </ul>	<ul style="list-style-type: none"> <li>Virtual programs</li> <li>Individual services by appointment</li> </ul> <p><b>Current Status:</b> Services provided to support seniors in obtaining vaccine appointments. 50+ classes offered weekly through Senior Center without Limits.</p>	<ul style="list-style-type: none"> <li>Virtual programs</li> <li>Individual services by appointment</li> </ul>
<b>Special Events</b> ( <a href="#">Performance</a> , <a href="#">Outdoor Seated Live Events</a> , <a href="#">Indoor Seated Live Events</a> , <a href="#">CDPH Business Tiers</a> Guidance)			
<b>Outdoor Performances:</b> <ul style="list-style-type: none"> <li>Venue Requirements: A permanent and fixed facility, focused around a stage round, field court, or other central area designed primarily for viewing entertainment or athletics by an audience OR a defined and demarcated outdoor area. Seat assignments must be marked clearly with at least 6 feet of distance between household groups and seats can be reserved. The facility shall either be open to the sky with no roof or have at least 50% of the total perimeter open, meaning there are no walls, doors, windows, dividers, or other physical</li> </ul>	<b>Outdoor Performances:</b> <ul style="list-style-type: none"> <li>Venue Requirements: A permanent and fixed facility, focused around a stage round, field court, or other central area designed primarily for viewing entertainment or athletics by an audience OR a defined and demarcated outdoor area. Seat assignments must be marked clearly with at least 6 feet of distance between household groups and seats can be reserved. The facility shall either be open to the sky with no roof or have at least 50% of the total perimeter open, meaning there are no walls, doors, windows, dividers, or other physical</li> </ul>	<b>Outdoor Performances:</b> <ul style="list-style-type: none"> <li>Venue Requirements: A permanent and fixed facility, focused around a stage round, field court, or other central area designed primarily for viewing entertainment or athletics by an audience OR a defined and demarcated outdoor area. Seat assignments must be marked clearly with at least 6 feet of distance between household groups and seats can be reserved. The facility shall either be open to the sky with no roof or have at least 50% of the total perimeter open, meaning there are no walls, doors, windows, dividers, or other physical</li> </ul>	<b>Outdoor Performances:</b> <ul style="list-style-type: none"> <li>Venue Requirements: A permanent and fixed facility, focused around a stage round, field court, or other central area designed primarily for viewing entertainment or athletics by an audience OR a defined and demarcated outdoor area. Seat assignments must be marked clearly with at least 6 feet of distance between household groups and seats can be reserved. The facility shall either be open to the sky with no roof or have at least 50% of the total perimeter open, meaning there are no walls, doors, windows, dividers, or other physical</li> </ul>



		We Are Here	
Purple Tier	Red Tier	Orange Tier	Yellow Tier
<p>barriers that restrict air flow, whether open or closed. There must be sufficient natural ventilation and air circulation to dilute and disperse concentrations of aerosols effectively without the support of mechanical systems. The facility shall be designed in a way that provides operators the ability to control fully the flow, ingress, and egress of all visitors, and to separate performers, artists, and workers from the general audience. There must be permanent or added barriers to create at least 12 feet between space occupied by audience members and the focal point (stage or round).</p> <ul style="list-style-type: none"> <li>Attendance Limitations: Up to 100 people, irrespective of size of venue, to the extent they can comply with the 6 feet physical distancing requirement. Regional spectators only, within 120 miles. Information will be prominently placed on all communications, including the Reservation and Ticketing systems, to ensure guests are aware of Reservation and Ticketing Requirements. At the time a guest purchases tickets, the operator must obtain an attestation that the guest's block of seat reservations contains no more than one household and that the guest, and all members of the guest's party are travelling no greater than 120 miles to attend. Venues are not permitted to sell tickets on the day of the event or at the door.</li> </ul>	<p>barriers that restrict air flow, whether open or closed. There must be sufficient natural ventilation and air circulation to dilute and disperse concentrations of aerosols effectively without the support of mechanical systems. The facility shall be designed in a way that provides operators the ability to control fully the flow, ingress, and egress of all visitors, and to separate performers, artists, and workers from the general audience. There must be permanent or added barriers to create at least 12 feet between space occupied by audience members and the focal point (stage or round).</p> <ul style="list-style-type: none"> <li>Attendance Limitations: Maximum of 20% capacity (based on the design/operating capacity or fire department occupant limit). In-state spectators only. Information will be prominently placed on all communications, including the Reservation and Ticketing systems, to ensure guests are aware of Reservation and Ticketing Requirements. At the time a guest purchases tickets, the operator must obtain an attestation that the guest's block of seat reservations contains no more than one household and that the guest, and all members of the guest's party will be in-state visitors. Employers must develop a worker COVID-19 testing program for weekly optional testing of all workers. Performers, athletes and workers</li> </ul>	<p>barriers that restrict air flow, whether open or closed. There must be sufficient natural ventilation and air circulation to dilute and disperse concentrations of aerosols effectively without the support of mechanical systems. The facility shall be designed in a way that provides operators the ability to control fully the flow, ingress, and egress of all visitors, and to separate performers, artists, and workers from the general audience. There must be permanent or added barriers to create at least 12 feet between space occupied by audience members and the focal point (stage or round).</p> <ul style="list-style-type: none"> <li>Attendance Limitations: Maximum of 33% capacity (based on the design/operating capacity or fire department occupant limit). Venues may increase attendance capacity to 67% if all guests show a negative test result within the 72 hours prior to attendance or show proof of full vaccination. In-state spectators only. Information will be prominently placed on all communications, including the Reservation and Ticketing systems, to ensure guests are aware of Reservation and Ticketing Requirements. At the time a guest purchases tickets, the operator must obtain an attestation that the guest's block of seat reservations contains no more than one household and that the guest, and all members of the guest's party</li> </ul>	<p>barriers that restrict air flow, whether open or closed. There must be sufficient natural ventilation and air circulation to dilute and disperse concentrations of aerosols effectively without the support of mechanical systems. The facility shall be designed in a way that provides operators the ability to control fully the flow, ingress, and egress of all visitors, and to separate performers, artists, and workers from the general audience. There must be permanent or added barriers to create at least 12 feet between space occupied by audience members and the focal point (stage or round).</p> <ul style="list-style-type: none"> <li>Attendance Limitations: Maximum of 67% capacity (based on the design/operating capacity or fire department occupant limit). In-state spectators only. Information will be prominently placed on all communications, including the Reservation and Ticketing systems, to ensure guests are aware of Reservation and Ticketing Requirements. At the time a guest purchases tickets, the operator must obtain an attestation that the guest's block of seat reservations contains no more than one household and that the guest, and all members of the guest's party will be in-state visitors. Employers must develop a worker COVID-19 testing program for weekly optional testing of all workers. Performers, athletes and workers</li> </ul>

		We Are Here	
Purple Tier	Red Tier	Orange Tier	Yellow Tier
<p>Advanced ticket reservations only. All concessions must be closed.</p> <p><b>Indoor Performances:</b> Closed</p>	<p>participating in routine weekly testing are NOT counted toward any occupancy capacity limit. Advanced ticket reservations only. Food and drink must be delivered to guests in their seats or delivered to designated guest pick-up areas.</p> <p><b>Indoor Performances (effective 4/15):</b></p> <ul style="list-style-type: none"> <li>• All venues: In-state visitors only. Weekly worker testing Program. Advanced purchase tickets only. Pre-designated eating area (no eating/drinking allowed in seats) – 6 feet of distance.</li> <li>• Venues: 0-1,500: Maximum 10% or 100 people. 25% if all guests are tested or show proof of full vaccination.</li> <li>• Venues: 1,501 and above: 20% if all guests are tested or show proof of full vaccination</li> </ul>	<p>will be in-state visitors. Employers must develop a worker COVID-19 testing program for weekly optional testing of all workers. Performers, athletes and workers participating in routine weekly testing are NOT counted toward any occupancy capacity limit. Advanced ticket reservations only. Food and drink must be delivered to guests in their seats or delivered to designated guest pick-up areas.</p> <p><b>Indoor Performances (effective 4/15):</b></p> <ul style="list-style-type: none"> <li>• All venues: In-state visitors only. Weekly worker testing Program. Advanced purchase tickets only. Pre-designated eating area (no eating/drinking allowed in seats) – 6 feet of distance.</li> <li>• Venues: 0-1,500: Maximum 15% or 200 people. 35% if all guests are tested or show proof of full vaccination.</li> <li>• Venues: 1,501 and above: 10% capacity or 2000, whatever is fewer. No eating/drinking. 35% if all guests are tested or show proof of full vaccination</li> </ul> <p><b>Current Status:</b> Continued planning and implementation of virtual and socially distanced, in-person events.</p>	<p>participating in routine weekly testing are NOT counted toward any occupancy capacity limit. Advanced ticket reservations only. Food and drink must be delivered to guests in their seats or delivered to designated guest pick-up areas.</p> <p><b>Indoor Performances (effective 4/15):</b></p> <ul style="list-style-type: none"> <li>• All venues: In-state visitors only. Weekly worker testing Program. Advanced purchase tickets only. Pre-designated eating area (no eating/drinking allowed in seats) – 6 feet of distance.</li> <li>• Venues: 0-1,500: Maximum 25% or 300 people. 50% if all guests are tested or show proof of full vaccination.</li> <li>• Venues: 1,501 and above: 10% capacity or 2000, whatever is fewer. No eating/drinking. 50% if all guests are tested or show proof of full vaccination</li> </ul>
<b>Sports</b> ( <u>Youth and Recreational Adult Sports</u> Guidance)			
<ul style="list-style-type: none"> <li>• <b>Outdoor low-contact sports</b>, incl. biking, running, tennis</li> <li>• <b>Outdoor moderate-contact sports</b>, incl. baseball/softball, cheer,</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Outdoor moderate-contact sports</b>, incl. baseball/softball, cheer, dodgeball, gymnastics tennis (doubles), volleyball</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Outdoor high-contact sports</b>, incl. basketball, football, soccer</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Indoor moderate and high contact sports</b>, incl. badminton (doubles), cheer, dodgeball, kickball, volleyball, basketball, soccer</li> </ul>

		We Are Here	
Purple Tier	Red Tier	Orange Tier	Yellow Tier
<p>dodgeball, gymnastics tennis (doubles), volleyball, with adjusted case rate equal to or less than 14 per 100k</p> <ul style="list-style-type: none"> <li>• <b>Outdoor high-contact sports</b>, incl. basketball, football, soccer, with adjusted case rate equal to or less than 14 per 100k</li> </ul>		<ul style="list-style-type: none"> <li>• <b>Indoor low-contact sports</b>, incl. badminton (singles), dance, gymnastics, group exercise</li> </ul> <p><b>Current Status:</b> Itty Bitty Sports to start in April, Youth soccer and Adult Softball in May.</p>	



### The Artists

This County Park Friends invited several local artists to create a frame to be placed at various parks throughout the City. The four artists that are participating are: Priscilla Martinez, Ome Garcia, Jaime Sanchez and Paul De Worken.

Each of these artists are established and well known in the Watsonville Community and have experience working on various art projects throughout the City and beyond. They each bring their unique representation, view and style to their projects as shown in their initial sketches (attached) for this project.

### Project Process

Each artist will paint their frame, provided by County Park Friends, during the month of May and will have their work displayed at one of the City Parks in Watsonville. The five (5) parks selected by staff for this project are: City Plaza, Ramsay Park, Franich Park, Seaview Ranch Park and Pinto Lake City Park. Each artist will receive a small stipend and some supplies to help cover the cost and time for each artist.

### Project and Facility Maintenance

The Parks Division staff will assist in installation of each Frame to ensure safety and proper installation of each piece. Parks staff will also assist to remove each piece upon project completion.

### **FINANCIAL IMPACT:**

Each jurisdiction is contributing financially to cover artist stipends and supplies. The City of Watsonville's portion will be paid from the City Managers Office budget.

### **ATTACHMENTS AND/OR REFERENCES (If any):**

Color renditions of proposed Frames of Art.

## The 4 Mayors – A project for the Community

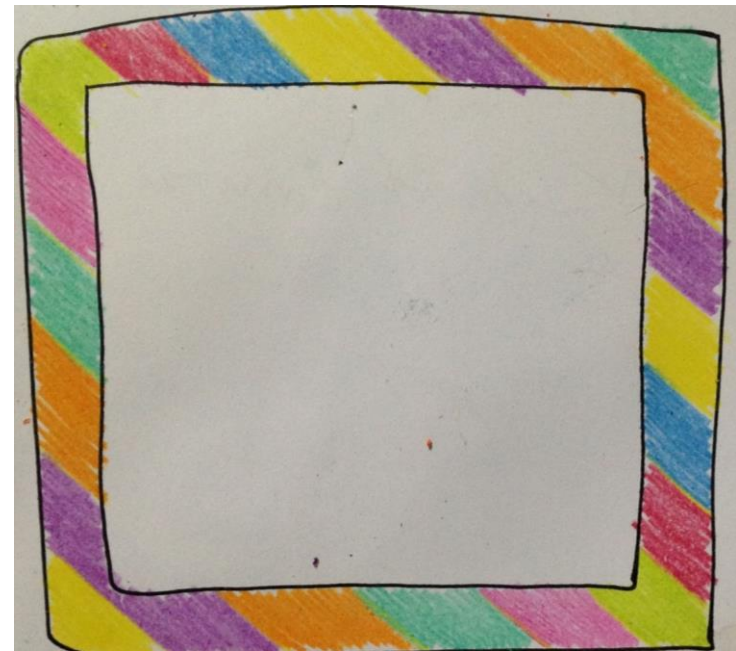
### Getting Outside the Frame

Watsonville Artist sketches

5 Frames for City Parks (below) + additional frames for “Travel Team” (Mobile for Farmer’s Markets etc)



**OME GARCIA**



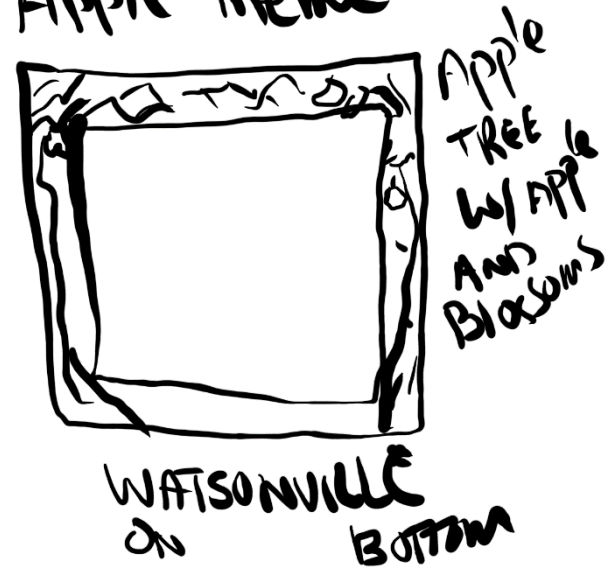
**JAIME SANCHEZ**

STRAWBERRY Theme



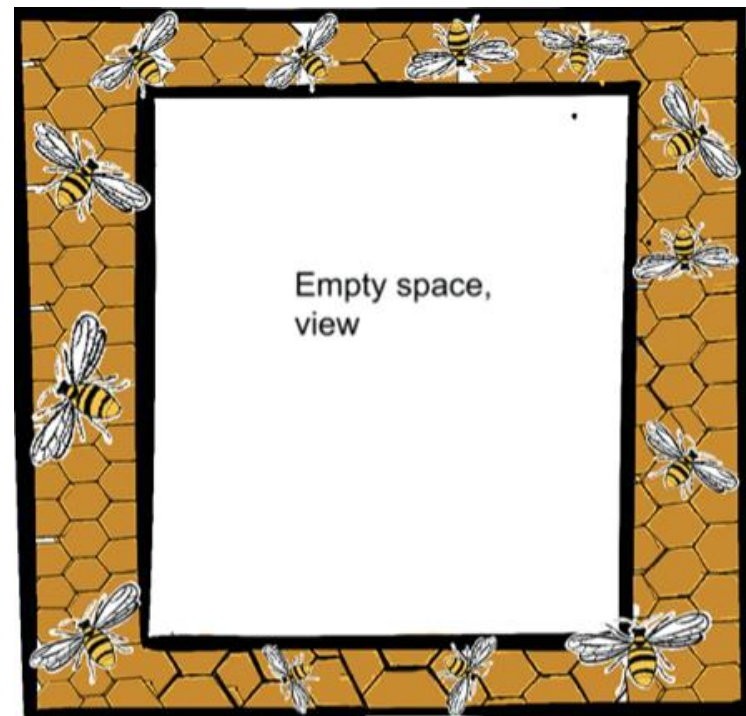
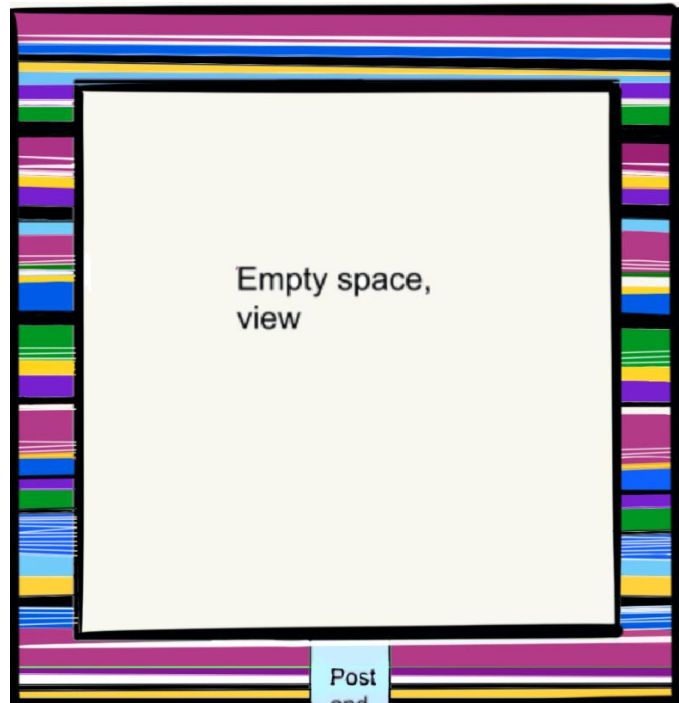
Strawberry Theme all around the frame with the word Watsonville on the bottom

Apple Theme



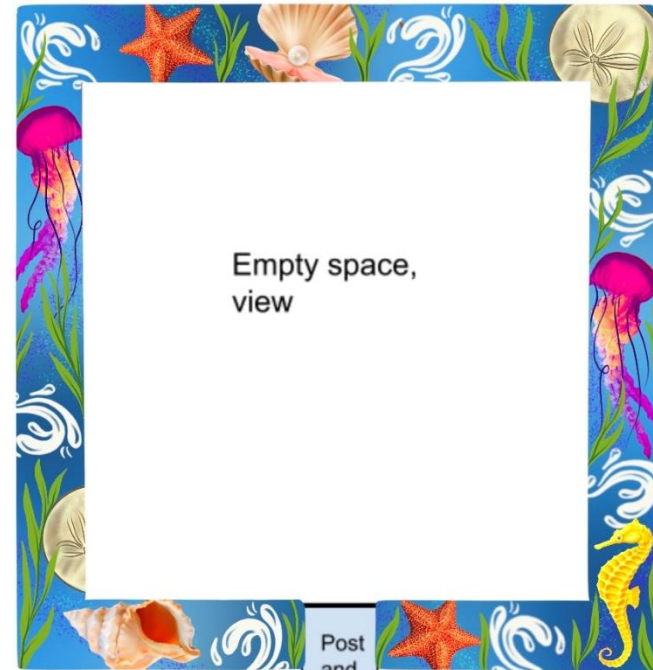
Apple Theme- Apple tree with Apples and blossoms and the word Watsonville on the bottom

PAUL DeWORKEN



JESSICA CARRASCO





**PRISCILLA MARTINEZ**



The Parks and Community Services Departments offers a variety of indoor and outdoor facilities for the public to rent. Facilities include community rooms, picnic areas, tennis courts, a car wash station and sports fields. Parties interested in renting an indoor facility must complete a facility rental application 45 days prior to their rental. The renter must also provide a security deposit and pay all rental fees associated with the use of the facility prior to their rental. In the event that a rental requires insurance and/or security guards, Customer Service Teammates aid the customer in the process by obtaining insurance from a City approved insurance broker and will also schedule security guards from a city approved security company to be at the event. Parties interested in renting an outdoor facility must complete a field/court/picnic rental application five days prior to their rental. Insurance and security deposit requirements may apply for outdoors rentals. Rental applications may be downloaded from the City website or picked up in person at the Parks and Community Services office.

### **Current Facility Use**

This past year, recreation facility rentals have been extremely limited. Normal rental use of recreation facilities has not been permitted since March 2020 due to COVID-19 restrictions and use of various facilities for COVID response related activities. For example, Ramsay Park Family Center is currently being used as a COVID testing site and the Veterans Memorial Building is serving as a homeless shelter. The following facilities are normally available for reservations and use:

#### *Indoor:*

- Veterans Memorial Building
- Gene Hoularis & Waldo Rodriguez Youth Center
- Ramsay Park Family Center
- Watsonville Senior Center
- Civic Plaza Community Room
- Marinovich Park Community Center

#### *Outdoor:*

- Ramsay Park Sotomayor Soccer Fields
- Ramsay Park Softball Field
- Ramsay Park Tennis Courts
- Ramsay Park Picnic Areas
- Ramsay Park Car Wash
- River Park Picnic Area
- City Plaza
- Callaghan Park Tennis Courts
- Joyce McKenzie Tennis Courts
- Sea View Ranch Green Area

The following chart outlines facility use for Fiscal years 2017-2018 and 2018-2019, the last complete fiscal year of operations prior to the pandemic.

The annual number of hours facilities were utilized are included for the following categories of use:

- Private Rentals - Use by individuals or organizations for private or public events. Fees for use were assessed using the Fee Schedule adopted by the City Council.
- City Sponsored Events/Programs - Uses by organizations (typically non-profits or other government agencies) for community events that the City of Watsonville co-sponsors. Fees are not applied to these events as they are considered City events. Facility use for programs/services directly offered by the City are not included.

	FY 17-18			FY 18-19		
Facility	# of Rental Hours for Private Events	Revenue for Private Events	# of Rentals Hours for City sponsored events	# of Rental Hours for Private Events	Revenue for Private Events	# of Rentals Hours for City sponsored events
Civic Plaza Community Room	38	\$33,553	86	44	\$27,569	82
Veteran's Memorial Building	104	\$19,406	44.5	286.5	\$57,737	91
Marinovich Community Center	54.5	\$2,010	50	349	\$12,101	55
Callaghan Cultural Center	73.5	\$4,278	13	128	\$8,667	16
Ramsay Family Center	214.5	\$21,388	4	403	\$48,955	0
GHWR Youth Center	0	\$0	86.5	58	\$4,406	166
<b>TOTALS</b>	<b>484</b>	<b>\$80,635</b>	<b>284</b>	<b>1,275</b>	<b>\$159,435</b>	<b>458</b>

The costs for maintenance and operations of the City's recreational facilities and facility rental program for FY 18-19 is estimated at \$240,202, not including Departmental and City administrative costs or Capital Improvement Projects. It is noted that maintenance

operations for recreation facilities has historically been, and continues to be, drastically underfunded. The 2020 Parks and Recreation Strategic Plan identified approximately \$20 million in deferred maintenance needs across the City's parks and recreation facilities. Much higher levels of financial investment are needed to support the regular maintenance, deferred maintenance and future replacement needs of these facilities to preserve them eventual system failure.

## **Facility Rental Fees**

### ***Assumptions for Determining Rental Fees***

Rentals fees for public use of recreation facilities have traditionally been adopted by the City Council. Historically, the Council has determined rental fees that are influenced by several factors:

1. *Facility maintenance and operational costs are subsidized* - Because the City provides the community free access to its parks and offers various free to low cost programs within its recreation facilities, the facility rental program is not intended to recover 100% of costs associated with operating these facilities. Due to the high cost of operation of recreation facilities and their purpose of serving as a community resource, rental rates are often set at a level that does not account for full cost recovery of operation. A large percentage of the costs associated with operating these rental facilities (utilities, personnel, preventive maintenance) are relatively fixed and do not vary greatly depending on use. A smaller percentage of facility operational expenses fluctuates with the level of use (post event cleaning, janitorial supplies). The City of Watsonville has historically set rental fees at rates lower than cost recovery, thus subsidizing use to maximize public benefit.
2. *Rental fees are determined considering market rates and community input* - Rather than attempting to recover 100% of operational costs, the Council determines the level of subsidy by approving rental rates for recreation facilities based on market rates and community input. To maximize use of City facilities, rental rates charged for use of similar nearby facilities are considered. Rates have historically been set within or below market range.
3. *Rental Fees vary based on the assumed level of individual vs. community benefit* - Public recreation agencies typically base fees and charges on cost recovery goals determined primarily by the degree to which services provide individual or community benefit. Services that provide greater individual benefit are typically assigned higher cost recovery goals. In many jurisdictions, fees for the rental of City facilities for private use vary based on the degree of community versus individual benefit of the activities scheduled during a rental. For example, rental fees are typically set at a lower rate for rentals hosted by non-profit organizations than for rentals by individuals for private parties or individuals/groups charging an admission fee.

### ***Current Facility Rental Fees***

The current fee structure was approved by the Council on June 13, 2006 with rental rates increasing by the Consumer Price Index each year.

Category	User Type	Fee
Category I	City and PVUSD use	No fee
Category II	Non-profit youth and senior organizations	Fee lower than category III, as determined by fee schedule. Variance from category IV ranges from 26-68% reduction.
Category III	Non-profit adult organizations	Fee lower than category IV, as determined by fee schedule. Variance from category IV ranges from 15-47% reduction.
Category IV	Private groups or Individuals	Fee as determined by fee schedule
Category V	Continuous users, renting a facility for a minimum of 3 hours per day, (2) days a week and eight (8) days a month	60% fee reduction for youth non-profits, 40% reduction for all others
Promoter	Rentals by any of the above categories when an admission is charged or donation accepted or a profit is to be made	Additional 85% above regular rates

## Proposed Changes to Facility Rental Fee Schedule

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hourly rental rates is also often a source of frustration for customers. The following proposed changes to the schedule are intended to:

1. Create a more uniform and less complex schedule that will increase customer service
2. Adjust rental fees to align more closely to market rates in efforts to increase the number of rentals booked
3. Establish fees for facilities frequently requested by the community

#### *Base Fee Changes*

Base fees refers to the full non-discounted rental rate (currently Category IV). The following fee changes are recommended (see Attachment C – Current and Recommended Fees):

- Eliminate Additional Fees – Staff recommends that the additional equipment fees (tables, chairs, kitchen, A/V use) that are currently charged be eliminated and instead be incorporated into the hourly fee. These add on fees are often a point of frustration to customers and eliminating them will streamline the rental process. Pass on fees for security guards, post event cleaning and insurance, as applicable, would continue as currently applied.
- Fee Changes - In comparing hourly rental fees for similar facilities in the surrounding area, staff has found that some current fees remain close to market, however, many hourly fees are well above market (see Attachment B). Staff recommends that fees be adjusted to align closer to market, especially as facilities begin to reopen post-pandemic. It is anticipated that adjusting fees closer to market will increase the number of facility rentals and thus the amount of revenue generated.
- Elimination of annual CPI Increase - It is recommended that the annual CPI increase on rental fees be eliminated and instead that fees be examined and changes be proposed with the preparation of each two year budget cycle. This will provide staff the opportunity to regularly evaluate the effectiveness of the facility rental program and compare fees to the market.

#### *Uniform Fee Reduction for Non-Profits*

Staff recommends the following changes to fee reductions for non-profits:

- Uniform Fee Reduction Percentages - It is recommended that a uniform fee reduction percentage be applied for Category II and III rentals to streamline processes. Currently, non-profit fee reductions do not follow a consistent pattern or pricing structure. Fee reductions from the Base Fee (Category IV) range from 26%-68% for Category II (Youth/Senior Non-Profits) and 15%-47% for Category III (Adult Non-Profits), depending on the facility. It is recommended that Category II (Youth/Senior Non-Profits) and Category III (Adult Non-Profits) be combined into one non-profit category. It is also recommended that a standard fee reduction of 40% off the Base Rate (current Category 4) be implemented.
- Establish Fee Reduction for use of Picnic Areas and Pavilions - There are currently no fee reductions for non-profits for the rental of picnic areas and

pavilions. It is also recommended that there be one fee reduction for non-profits at 40% from proposed Category IV.

The affect that these recommendations have on the pricing of each individual facility is shown in Attachment C – Current and Recommended Fees.

#### *Establish Non-Resident Fee*

Additional fees are currently not charged for rentals by non-residents (individuals and organizations with mailing addresses not within the Watsonville City limits). Through a recent fee study, PCS Teammates found that nearby jurisdictions charge a non-resident fee for facilities rentals ranging from nothing to an additional 50% of the rental fee:

City	Fee
Watsonville	None
Santa Cruz	30% increase
Capitola	None
Monterey	50% increase
Salinas	25%-30% increase
Gilroy	\$10 increase per hour
Hollister	None
City of Morgan Hill	5% increase
City of Seaside	25% increase
County of Santa Cruz	10% increase

Staff recommends that a 10% non-resident fee be adopted for rental of recreation facilities by non-residents. Residents are considered individual who live within the City limits and organizations for which 60% of their participants are Watsonville residents.

#### *Establish Fees for Facilities Not Currently Included in Rental Schedule*

There are several facilities that teammates often receive rental requests for that are currently not included in the rental fee schedule. It is recommended that the facilities be added to the schedule, with fees that align with the appropriate facility type.

- Classrooms & Meeting Rooms - Veteran's Memorial Building 1st Floor Meeting Room, Ramsay Park Family Center Classroom, Senior Center Conference Room, Senior Center Classroom
- Event Rooms – Senior Center Auditorium, Veterans Memorial Building Gymnasium (sports use only)
- Field/Parking Lot – Ramsay Park Parking Lot, Pinto Lake Parking Lot
- Picnic – Franich Park Picnic Areas
- PVUSD Sites included in Joint Use Agreement - Applicable facility categories and fees will be applied to school facilities.

The proposed rental fee schedule, combining all of the above outlined recommendations, can be found in Attachment D: Recommended Facility Rental Fee Schedule. If adopted, it is recommended that changes be made applicable to all rentals booked beginning on July 1,



2021. Rentals booked prior to July 1, 2021 will be subject to current fees. Established fees will continue to increase each year by CPI, beginning July 2022.

No changes are recommended to existing rates for Promoters (85% more than non-promoter rates) or to rates for Continuous User (50% reduction to applicable rates for rentals consisting of a minimum of two-3 hour per day (2) days a week and eight (8) days a month.

#### **STRATEGIC PLAN:**

These recommendations support the following Council Priorities of:

- Fiscal Health – It is anticipated that the proposed changes will increase the number of facility rentals and revenue
- Infrastructure & Environment – Increased revenue can support greater investment in City facilities
- Community Engagement & Well-Being – Recreation facilities house programs and events that promote engagement and well-being.

#### **FINANCIAL IMPACT:**

The recommended fee schedule has negligible impacts to current facility rental fees. It is expected that revenues may increase with the implementation of a more user-friendly fee schedule.

#### **ALTERNATIVE ACTION:**

The Commission may choose to approve, modify or not approve the recommendations.

#### **ATTACHMENTS AND/OR REFERENCES (If any):**

- Attachment A: Current Facility Rental Fee Schedule and Facility Use Priority Classifications
- Attachment B: Fee Comparisons
- Attachment C: Current and Recommended Fees
- Attachment D: Recommended Facility Rental Fee Schedule and Facility Use Priority Classifications

**CITY OF WATSONVILLE**  
**PARKS AND COMMUNITY SERVICES DEPARTMENT**  
**2020-2021 FACILITY RENTAL FEE SCHEDULE**

FACILITY TYPE	FACILITY DESCRIPTION	CATEGORY ONE	CATEGORY TWO	CATEGORY THREE	CATEGORY FOUR	CATEGORY FIVE			DAMAGE CLEANING DEPOSIT
Center	Marinovich Community Center Multipurpose Room	No Charge	\$42.00/hr.	\$53.00/hr.	\$66.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$327.00 Deposit \$84.00 charge for tables & chairs
						\$17.00/hr yth \$26.00/hr oth	\$32.00/hr	\$40.00/hr	
Center	Callaghan Cultural Center Classroom	No Charge	\$35.00/hr.	\$42.00/hr.	\$53.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$327.00 Deposit \$84.00 charge for tables & chairs
						\$14.00/hr yth \$21.00/hr oth	\$26.00/hr	\$32.00/hr	
Center	Ramsay Park Family Center	No Charge	\$42.00/hr.	\$53.00/hr.	\$66.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$327.00 Deposit \$84.00 charge for tables & chairs
						\$17.00/hr yth \$26.00/hr oth	\$32.00/hr	\$40.00/hr	
Center	Gene Hoularis & Waldo Rodriguez Youth Center	No Charge	\$42.00/hr.	\$53.00/hr.	\$66.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$327.00 Deposit \$84.00 charge for tables & chairs
						\$17.00/hr yth \$26.00/hr oth	\$32.00/hr	\$40.00/hr	
Center	Veterans Memorial Building	No Charge	\$140.00/hr.	\$160.00/hr.	\$189.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$717.00 Deposit \$84.00 charge for tables and chairs \$100 being non-refundable
						\$56.00/hr yth \$84.00/hr oth	\$96.00/hr	\$114.00/hr	
Park	City Plaza	No Charge	\$17.00/hr.	\$29.00/hr.	\$53.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$327.00 Deposit
						\$7.00/hr yth \$11.00/hr oth	\$18.00/hr	\$32.00/hr	
Park	Ramsay Park Picnic Areas	No Charge	\$39.00/day	\$66.00/day	\$66.00/day	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$42.00 Deposit
						\$16.00/hr yth \$24.00/hr oth	\$40.00/hr	\$40.00/hr	

FACILITY TYPE	FACILITY DESCRIPTION	CATEGORY ONE	CATEGORY TWO	CATEGORY THREE	CATEGORY FOUR	CATEGORY FIVE			DAMAGE CLEANING DEPOSIT
Park	River Park Picnic Area	No Charge	\$39.00/day	\$66.00/day	\$66.00/day	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$42.00 Deposit
						\$16.00/hr yth \$24.00/hr oth	\$40.00/hr	\$40.00/hr	
Park	Callaghan Park Picnic Area	No Charge	\$29.00/day	\$39.00/day	\$53.00/day	<b>Cat 2</b> \$12.00/hr yth \$18.00/hr oth	<b>Cat 3</b> \$24.00/hr	<b>Cat 4</b> \$32.00/hr	\$42.00 Deposit
Field	Ramsay Baseball/Softball Field – Day Use	No Charge	\$17.00/hr-Yth \$21.00/hr-others	\$34.00/hr.	\$52.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$84.00 Deposit
						\$7.00/hr yth \$13.00/hr Oth	\$21.00/hr	\$32.00/hr	
Field	Ramsay Baseball/Softball Field – Night Use	No Charge	\$29.00/hr.-yth \$38.00/hr-others	\$53.00/hr.	\$66.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$84.00 Deposit
						\$12.00/hr yth \$23.00/hr Oth	\$32.00/hr	\$40.00/hr	
Field	Ramsay Sotomayor Soccer Field (Two Fields Available)	No Charge	Rate per field \$17.00/hr.-yth \$21.00/hr.-others	Rate per field \$34.00/hr.	Rate per field \$52.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$84.00 Deposit
						Rate per field \$7.00/hr yth \$13.00/hr Oth	Rate per field \$21.00/hr	Rate per field \$32.00/hr	
Field	Ramsay Tennis Courts	No Charge	\$17.00/hr.-yth \$21.00/hr.-others	\$34.00/hr.	\$52.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$84.00 Deposit
						\$7.00/hr yth \$13.00/hr Oth	\$21.00/hr	\$32.00/hr	
Field	Callaghan Tennis Courts	No Charge	\$17.00/hr.-yth \$21.00/hr.-others	\$34.00/hr.	\$52.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$84.00 Deposit
						\$7.00/hr yth \$13.00/hr Oth	\$21.00/hr	\$32.00/hr	
Field	Joyce-McKenzie Tennis Courts	No Charge	\$17.00/hr.-yth \$21.00/hr.-others	\$34.00/hr.	\$52.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$84.00 Deposit
						\$7.00/hr yth \$13.00/hr. oth	\$21.00/hr	\$32.00/hr	
Center	Muzzio Community Center Multipurpose room	No Charge	\$42.00/hr.	\$53.00/hr.	\$66.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$327.00 deposit \$84.00 charge for tables & chairs
						\$17.00/hr yth \$26.00/hr oth	\$32.00/hr	\$40.00/hr	
						<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	

FACILITY TYPE	FACILITY DESCRIPTION	CATEGORY ONE	CATEGORY TWO	CATEGORY THREE	CATEGORY FOUR	CATEGORY FIVE			DAMAGE CLEANING DEPOSIT
Center	Muzzio Community Center Classroom	No Charge	\$35.00/hr.	\$42.00/hr.	\$53.00/hr.	\$14.00/hr yth \$21.00/hr oth	\$26.00/hr	\$32.00/hr	\$84.00 Deposit
	Veterans Memorial Building Dance Room – 2 <sup>nd</sup> Floor	No Charge	\$21.00/hr.	\$34.00/hr.	\$52.00/hr.	<b>Cat 2</b> \$9.00/hr yth \$13.00/hr oth	<b>Cat 3</b> \$21.00/hr	<b>Cat 4</b> \$32.00/hr	\$84.00 deposit
Field	Sea View Ranch Green Area	No Charge	\$21.00/hr.	\$34.00/hr.	\$52.00/hr.	<b>Cat 2</b> \$9.00/hr yth \$13.00/hr oth	<b>Cat 3</b> \$21.00/hr	<b>Cat 4</b> \$32.00/hr	\$84.00 deposit

**SCHOOL FIELD SITES WHERE USE AGREEMENT IS IN PLACE: Ann Soldo – Starlight - Radcliff**

School Field Site	Category One	Category Two	Category Three	Category Four	Category Five (Continuous Users)			Refundable Cleaning Deposit & Key Deposit
Per Established Use Agreement	No Charge	Youth Non-Profit \$17.00/hr.  Others \$21.00/hr.	\$34.00/hr.	\$52.00/hr	Youth Non-profit <b>Cat 2</b> \$7.00/hr.  Others \$13.00/hr	<b>Cat 3</b> \$21.00/hr.	<b>Cat 4</b> \$32.00/hr.	\$327.00 – Cleaning Deposit \$75.00- Key Deposit
Portable Restroom Use fee of \$4.00 per day								

**RENTAL OF TABLES & CHAIRS ONLY:**

Tables: each (\$4.00)  
 Chairs: each (\$1.40)  
 Deposit: (\$147.00)

**We are no longer renting out the tables and chairs.**

**FOR YOUR INFORMATION**

Ramsay Park Car Wash Fee: \$90.00  
 Ramsay Park Car Wash Deposit: \$100.00

**CITY OF WATSONVILLE  
PARKS & COMMUNITY SERVICES DEPARTMENT  
FACILITY USE PRIORITY CLASSIFICATIONS**

The following classifications shall apply for purposes of determining priority use as well as applicable fees and charges<sup>1</sup>. User categories shall be determined by the Director of Parks & Community Services subject to the City's appeal process.

**Category I** City of Watsonville conducted, sponsored or co-sponsored<sup>2</sup> activities.

City Council approved use agreements.

Pajaro Valley Unified School District activities as may be defined in either a mutual use agreement or specific facility joint use agreement.

Pajaro Valley Unified School District activities at the request of a School administrator for a specific time period (but less than that defined as a "continuous use") for a specific school use when such use does not interfere with normal operations of a particular facility. PVUSD uses in these cases will not be charged a fee. PVUSD is responsible for student and site supervision. In addition, this use is subject to "bumping" for a fee paid reservation by an individual or community organization eligible to rent the facility.

**Category II** Private or parochial schools within the Pajaro Valley.

Non-profit 501(c)(3) youth or senior groups.

Pajaro Valley Unified School District requests that would create a regular use of a facility, which may require City to staff facility, and would displace other occasional users, and when such use would preclude use by the City for its own programs or rentals by others.

**Category III** Non-profit 501(c)(3) adult groups

**Category IV** Special interest community groups, private groups or individuals, unions, political groups or others not meeting the above criteria.

**Category V** Continuous users are defined as anyone renting the facility for a minimum of two-3 hour per day (2) days a week and eight (8) days a month. Consideration will be given to existing programming and other rental opportunities prior to scheduling continuous users. A 40% fee reduction is applicable. A 60% fee reduction is applicable to non-profit youth groups.

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<sup>1</sup> Facilities rented by any of the above categories for which an admission is charged or donation accepted or a profit is to be made, shall pay an additional 85% (or 185%) of the applicable rate

<sup>2</sup>An event may be co-sponsored if the event and co-sponsoring organization meet the following criteria:  
See Department Policy

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7/28/2020

**CITY OF WATSONVILLE**  
**PARKS AND COMMUNITY SERVICES DEPARTMENT**  
**2020-2021 PROMOTER FACILITY RENTAL FEE SCHEDULE**

FACILITY TYPE	FACILITY DESCRIPTION	CATEGORY ONE	CATEGORY TWO	CATEGORY THREE	CATEGORY FOUR	CATEGORY FIVE			DAMAGE CLEANING DEPOSIT
Center	Marinovich Community Center Multipurpose Room	No Charge	\$78.00/hr.	\$99.00/hr.	\$123.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$605.00 Deposit \$156.00 charge for tables & chairs
						\$32.00/hr yth \$49.00/hr oth	\$60.00/hr	\$74.00/hr	
Center	Callaghan Cultural Center Classroom	No Charge	\$65.00/hr.	\$78.00/hr.	\$99.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$605.00 Deposit \$156.00 charge for tables & chairs
						\$26.00/hr yth \$39.00/hr oth	\$49.00/hr	\$60.00/hr	
Center	Ramsay Park Family Center	No Charge	\$78.00/hr.	\$99.00/hr.	\$121.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$605.00 Deposit \$156.00 charge for tables & chairs
						\$32.00/hr yth \$49.00/hr oth	\$60.00/hr	\$74.00/hr	
Center	Gene Hoularis & Waldo Rodriguez Youth Center	No Charge	\$78.00/hr.	\$99.00/hr.	\$121.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$605.00 Deposit \$156.00 charge for tables & chairs
						\$32.00/hr yth \$49.00/hr oth	\$60.00/hr	\$74.00/hr	
Center	Veterans Memorial Building	No Charge	\$259.00/hr.	\$296.00/hr.	\$350.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$2,145.00 Deposit + \$156.00 charge for tables and chairs  \$100 being non-refundable
						\$104.00/hr yth \$156.00/hr oth	\$178.00/hr	\$210.00/hr	
Park	City Plaza	No Charge	\$32.00/hr.	\$54.00/hr.	\$99.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$605.00 Deposit
						\$13.00/hr yth \$21.00/hr oth	\$34.00/hr	\$60.00/hr	
Park	Ramsay Park Picnic Areas	No Charge	\$73.00/day	\$123.00/day	\$123.00/day	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$78.00 Deposit
						\$30.00/day yth \$45.00/day oth	\$74.00 day	\$74.00 day	

FACILITY TYPE	FACILITY DESCRIPTION	CATEGORY ONE	CATEGORY TWO	CATEGORY THREE	CATEGORY FOUR	CATEGORY FIVE			DAMAGE CLEANING DEPOSIT
Park	River Park Picnic Area	No Charge	\$73.00/day	\$123.00/day	\$123.00/day	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$78.00 Deposit
						\$30.00/day yth \$45.00/day oth	\$74.00 day	\$74.00 day	
Field	Ramsay Baseball/Softball Field – Day Use	No Charge	\$32.00/hr./Yth \$39.00/hr-others	\$63.00/hr.	\$97.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 Deposit
						\$13.00/hr yth \$25.00/hr oth	\$39.00/hr	\$60.00/hr	
Field	Ramsay Baseball/Softball Field – Night Use	No Charge	\$54.00/hr.-yth \$71.00/hr-others	\$99.00/hr.	\$123.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 Deposit
						\$23.00/hr yth \$43.00/hr oth	\$60.00/hr	\$74.00/hr	
Field	Ramsay Sotomayor Soccer Field (Two Fields Available)	No Charge	Rate per field \$32.00/hr.- youth \$39.00/hr.- others	Rate per field \$63.00/hr.	Rate per field \$97.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 Deposit
						Rate per field \$13.00/hr yth \$25.00/hr Other	Rate per field \$39.00/hr	Rate per field \$60.00/hr	
Field	Ramsay Tennis Courts	No Charge	\$32.00/hr.- youth \$39.00/hr.- others	\$63.00/hr.	\$97.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 Deposit
						\$13.00/hr yth \$25.00/hr Other	\$39.00/hr	\$60.00/hr	
Field	Callaghan Tennis Courts	No Charge	\$32.00/hr.- youth \$39.00/hr.- others	\$63.00/hr.	\$97.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 Deposit
						\$13.00/hr yth \$25.00/hr Other	\$39.00/hr	\$60.00/hr	
Field	Joyce-McKenzie Tennis Courts	No Charge	\$32.00/hr.- youth \$39.00/hr.- others	\$63.00/hr.	\$97.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 Deposit
						\$13.00/hr yth \$25.00/hr Other	\$39.00/hr	\$60.00/hr	
Center	Muzzio Community Center Multipurpose room	No Charge	\$78.00/hr.	\$99.00/hr.	\$123.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$605.00 deposit \$156.00 charge for tables & chairs
						\$32.00/hr yth \$49.00/hr oth	\$60.00/hr	\$74.00/hr	

FACILITY TYPE	FACILITY DESCRIPTION	CATEGORY ONE	CATEGORY TWO	CATEGORY THREE	CATEGORY FOUR	CATEGORY FIVE			DAMAGE CLEANING DEPOSIT
Center	Muzzio Community Center Classroom	No Charge	\$65.00/hr.	\$78.00/hr.	\$99.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 deposit
						\$26.00/hr yth \$39.00/hr oth	\$49.00/hr	\$60.00/hr	
	Veterans Memorial Building Dance Room – 2 <sup>nd</sup> Floor	No Charge	\$39.00/hr.	\$63.00/hr.	\$97.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 deposit
						\$17.00 yth \$25.00/oth	\$39.00/hr	\$60.00/hr	
Field	Sea View Ranch Green Area	No Charge	\$39.00/hr.	\$63.00/hr.	\$97.00/hr.	<b>Cat 2</b>	<b>Cat 3</b>	<b>Cat 4</b>	\$156.00 deposit
						\$17.00/hr yth \$25.00/hr oth	\$39.00/hr	\$60.00/hr	

**SCHOOL FIELD SITES WHERE USE AGREEMENT IS IN PLACE: Ann Soldo – Starlight - Radcliff**

School Field Site	Category One	Category Two	Category Three	Category Four	Category Five (Continuous Users)			Refundable Cleaning Deposit & Key Deposit
Per Established Use Agreement	No Charge	Youth Non-Profit \$32.00/hr.  Others \$39.00/hr.	\$63.00/hr.	\$97.00/hr	Youth Non-profit <b>Cat 2</b> \$13.00/hr.  Others \$25.00/hr.	<b>Cat 3</b> \$39.00/hr.	<b>Cat 4</b> \$60.00/hr.	\$605.00 – Cleaning Deposit \$139.00 - Key Deposit
Portable Restroom Use fee of \$7.40 per day								

**FOR YOUR INFORMATION**

Ramsay Park Car Wash Fee: \$90.00  
Ramsay Park Car Wash Deposit: \$100.00



**CITY OF WATSONVILLE  
PARKS & COMMUNITY SERVICES DEPARTMENT  
FACILITY USE PRIORITY CLASSIFICATIONS**

The following classifications shall apply for purposes of determining priority use as well as applicable fees and charges<sup>1</sup>.

**Category I**      City of Watsonville co-sponsored activities.

City Council approved use agreements.

Pajaro Valley Unified School District activities as may be defined in either a mutual use agreement or specific facility joint use agreement.

Pajaro Valley Unified School District activities at the request of a School administrator for a specific time period (but less than that defined as a “continuous use”) for a specific school use when such use does not interfere with normal operations of a particular facility. PVUSD uses in these cases will not be charged a fee. PVUSD is responsible for student and site supervision. In addition, this use is subject to “bumping” for a fee paid reservation by an individual or community organization eligible to rent the facility.

**Category II**      Private or parochial schools within the Pajaro Valley.

Non-profit 501(c)(3) youth or senior groups.

Pajaro Valley Unified School District and Santa Cruz County Office of Education activities that do not meet the criteria for Category I

**Category III**      Non-profit 501(c)(3) adult groups

**Category IV**      Special interest community groups, private groups or individuals, unions, political groups, school clubs and parent groups, or others not meeting the above criteria.

**Category V**      Continuous users are defined as anyone renting the facility for a minimum of two-3 hour per day (2) days a week and eight (8) days a month. Consideration will be given to existing programming and other rental opportunities prior to scheduling continuous users.

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Facilities rented by any of the above categories for which an admission is charged or donation accepted or a profit is to be made shall be charged the promoter rental rate.

**CITY OF WATSONVILLE**  
**CIVIC PLAZA COMMUNITY ROOMS – 2020/2021 FACILITY RENTAL FEE SCHEDULE**

FACILITY	FACILITY DESCRIPTION	CAPACITY	CATEGORY I	CATEGORY II	CATEGORY III	DAMAGE DEPOSIT	TABLES AND CHAIRS FEE	KITCHEN FEE	AV SYSTEM FEE	CLEANING FEE	SET UP FEE*
Civic Plaza Community Room A	Multipurpose Room	75	\$30.00/hr	\$43.00/hr	\$62.00/hr	\$275.00	\$77.00	\$30.00	\$30.00	\$88.00	\$59.00
Civic Plaza Community Room B	Multipurpose Room	75	\$30.00/hr	\$43.00/hr	\$62.00/hr	\$275.00	\$77.00	\$30.00	\$30.00	\$88.00	\$59.00
Civic Plaza Community Room A & B <sup>1</sup>	Multipurpose Room	150	\$47.00/hr	\$69.00/hr	\$99.00/hr	\$275.00	\$77.00	\$30.00	\$30.00	\$88.00	\$59.00
<b>Category III Non-Meeting Private Event</b>	Multipurpose Room A & B	103	<b>Hourly rate:</b> \$112.00 (hr/both rooms). One room use Reg Cat III prices <b>Additional fees:</b> \$249.00 (Includes tables, chairs, kitchen, cleaning and set up fee) <b>Deposit:</b> \$590.00				Part of Package	Part of Package	<b>\$30.00</b>	Part of Package, if food or alcohol	Part of Package

PROMOTER FEE SCHEDULE <sup>2</sup>								
FACILITY	FACILITY DESCRIPTION	CAPACITY	CATEGORY I	CATEGORY II	CATEGORY III	DAMAGE DEPOSIT	TABLES AND CHAIRS FEE	KITCHEN, AV, CLEANING & SET UP FEES*
Civic Plaza Community Room A	Multipurpose Room	75	\$56.00/hr	\$80.00/hr	\$115.00/hr	\$275.00	\$143.00	Same as other rentals

<sup>1</sup> Renters will receive a 20% discount if renting both community rooms.

<sup>2</sup> Facilities rented by any of the above categories for which an admission is charged, donation is accepted or a profit is to be made, shall pay an additional 85% of the applicable rate.

\*Renter can pay an optional fee to have the community rooms set up/put away.

PROMOTER FEE SCHEDULE <sup>2</sup>								
FACILITY	FACILITY DESCRIPTION	CAPACITY	CATEGORY I	CATEGORY II	CATEGORY III	DAMAGE DEPOSIT	TABLES AND CHAIRS FEE	KITCHEN, AV, CLEANING & SET UP FEES*
Civic Plaza Community Room B	Multipurpose Room	75	\$56.00/hr	\$80.00/hr	\$115.00/hr	\$275.00	\$143.00	
Civic Plaza Community Room A & B	Multipurpose Room	150	\$87.00/hr	\$128.00/hr	\$184.00/hr	\$275.00	\$143.00	

<sup>1</sup> Renters will receive a 20% discount if renting both community rooms.

<sup>2</sup> Facilities rented by any of the above categories for which an admission is charged, donation is accepted or a profit is to be made, shall pay an additional 85% of the applicable rate.

\*Renter can pay an optional fee to have the community rooms set up/put away.

**CITY OF WATSONVILLE  
CIVIC PLAZA COMMUNITY ROOMS  
FACILITY USE PRIORITY CLASSIFICATIONS**

**The following classifications shall apply for purposes of determining priority use as well as applicable fees and charges<sup>1</sup>. User categories shall be determined by the Director of Parks & Community Services subject to the City's appeal process.**

**Category I** City of Watsonville co-sponsored activities.

City Council approved use agreements.

Pajaro Valley Unified School District activities as may be defined in either a mutual use agreement or specific facility joint use agreement.

Pajaro Valley Unified School District activities at the request of a school administrator for a specific time period (but less than that defined as a "continuous use") for a specific school use when such use does not interfere with normal operations of a particular facility. PVUSD uses in these cases will not be charged a fee. PVUSD is responsible for student and site supervision. In addition, this use is subject to "bumping" for a fee paid reservation by an individual or community organization eligible to rent the facility.

**Category II** Private or parochial schools within the Pajaro Valley.

Non-profit 501(c)(3) organizations.

**Category III** Special interest community groups, private organization, unions, political groups or others not meeting the above criteria.

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<sup>1</sup> Facilities rented by any of the above categories for which an admission is charged or donation accepted or a profit is to be made, shall pay an additional 85% (or 185%) of the applicable rate

# Attachment B - Hourly Rental Fee Comparison

Rates listed are for Private Resident Rentals (Base Rates). Rates for facilities with similar sizes, fatures and capacities were utilized for comparison.

	Watsonville - Current	Santa Cruz	Capitola	PVUSD	Watsonville Womens Center	YWCA	Marina	Gilroy	Average	Watsonville - Proposed
<b>Classrooms &amp; Meeting Rooms</b>	\$53 + \$84 tables & chairs	\$ 50	\$ 44	\$ 30	N/A	\$ 50	\$25/hr, \$290 in addl fees	\$ 35	\$ 47	\$ 45
<b>Event Rooms</b>	\$66, + \$84 tables & chairs	\$ 60	\$ 60	\$ 55		\$ 150	\$25/hr, \$290 in addl fees	\$ 35	\$ 72	\$ 60
<b>Large Venues</b>	\$189 + \$84 tables & chairs	N/A	N/A	\$ 85	N/A	\$900/6 hrs	\$30/hr, \$390 in addl fees	\$ 85	\$ 126	\$ 150
<b>Parks</b>	\$ 53	140+	N/A	N/A	N/A	N/A	\$25/day	\$100+	\$ 53	\$ 45
<b>Sports Fields</b>	\$ 52	\$30-\$60	\$ 14	\$ 45	N/A	N/A	\$ 15	\$ 27.50	\$ 33	\$ 45
<b>Courts</b>	\$ 52	\$5-\$10	\$ 14.00	\$100/day	N/A	N/A	N/A	N/A	\$ 33	\$ 15
<b>Picnic Areas</b>	\$ 66	\$80+	N/A	N/A	N/A	\$ 50	N/A	\$ 105	\$ 74	\$ 65
<b>Pavillions</b>	\$ 150	\$140+	N/A	N/A	N/A	N/A	N/A	\$ 105	\$ 128	\$ 150

## Attachment C - Current and Proposed Fee Schedule

Rates listed below are per hour, unless otherwise indicated.

FACILITY TYPE	FACILITY DESCRIPTION		CATEGORY ONE	CATEGORY TWO	% Reduction from C4	CATEGORY THREE	% Reduction from C4	CATEGORY FOUR	Additional Fees	Refundable Deposit
Classrooms & Meeting Rooms	Callaghan Cultural Center Classroom, Muzzio Community Center Classroom, Veteran's Memorial Building 1st Floor Meeting Room (New), Ramsay Park Family Center Classroom (New)	Current	No Charge	\$ 35	34%	\$ 42	21%	\$ 53	\$84.00 charge for tables & chairs	\$ 324
		Proposed	No Charge	\$ 27	40%	\$ 27	40%	\$ 45	None. Fees include tables & chairs and set up.	\$ 200
		Variance	\$ -	\$ (8)	6%	\$ (15)	19%	\$ (8)		\$ (124)
Dance Room	Veterans Memorial Building Dance Room – 2 <sup>nd</sup> Floor	Current	No Charge	\$ 21	60%	\$ 34	35%	\$ 52		\$ 84
		Proposed	No Charge	\$ 18	40%	\$ 18	40%	\$ 30		\$ 200
		Variance	\$ -	\$ (3)	-20%	\$ (16)	5%	\$ (22)		
Event Rooms	Marinovich Community Center Multipurpose Room, Ramsay Park Family Center, GHWR Youth Center Gymnasium, Veterans Memorial Building Auditorium (Sporting events only)	Current	No Charge	\$ 42	36%	\$ 53	20%	\$ 66	\$84.00 charge for tables & chairs	\$ 327
		Proposed	No Charge	\$ 36	40%	\$ 36	40%	\$ 60	None. Fees include tables & chairs and set up.	\$ 300
		Variance	\$ -	\$ (6)	4%	\$ (17)	20%	\$ (6)		\$ (27)
Community Room-Half	Civic Plaza Community Room A, Civic Plaza Community Room B	Current	No Charge	\$ 30	52%	\$ 43	31%	\$ 62	\$77 charge for tables & chairs, \$30 kitchen fee, \$30 AV system fee, \$88 cleaning fee, \$59 Set up fee	\$ 275
		Proposed	No Charge	\$ 60	40%	\$ 60	40%	\$ 100	Eliminate all additional fees except cleaning fee.	\$ 300
		Variance	0	\$ 30	-12%	\$ 17	9%	\$ 38		\$ 25
Community Room-Whole	Civic Plaza Community Room A and B (30% fee reduction for both rooms)	Current	No Charge	\$ 47	53%	\$ 69	30%	\$ 99	\$77 charge for tables & chairs, \$30 kitchen fee, \$30 AV system fee, \$88 cleaning fee, \$59 Set up fee	\$ 275
		Proposed	No Charge	\$ 84	40%	\$ 84	40%	\$ 140	Eliminate all additional fees except cleaning fee.	\$ 300
		Variance	0	\$ 37	-13%	\$ 15	10%	\$ 41		\$ 25
Large Venue	Veterans Memorial Building Auditorium (Non-Sporting Events)	Current	No Charge	\$ 140	26%	\$ 160	15%	\$ 189	\$84.00 charge for tables and chairs, \$100 cleaning fee	\$ 717

FACILITY TYPE	FACILITY DESCRIPTION		CATEGORY ONE	CATEGORY TWO	% Reduction from C4	CATEGORY THREE	% Reduction from C4	CATEGORY FOUR	Additional Fees	Refundable Deposit
		Proposed	No Charge	\$ 90	40%	\$ 90	40%	\$ 150	Fees include tables & chairs and set up.	\$ 500
		Variance	\$ -	\$ (50)	14%	\$ (70)	25%	\$ (39)		\$ (217)
Park	City Plaza	Current	No Charge	\$ 17	68%	\$ 29	45%	\$ 53		\$ 327
		Proposed	No Charge	\$ 27	40%	\$ 27	40%	\$ 45		\$ 300
		Variance	\$ -	\$ 10	-28%	\$ (2)	-5%	\$ (8)		\$ (27)
Field/Parking Lot	Ramsay Baseball/Softball Field, Ramsay Sotomayor Soccer Field (each field), Seaview Ranch Field, PVUSD Fields, Ramsay, Callaghan and Joyce-McKenzie Tennis Courts, Ramsay Park Parking Lot (per lot. New), Pinto Lake Park Parking Lot (New) (Category II - Youth and Senior Fees)	Current		\$ 17	67%					
			No Charge	\$ 21	40%	\$ 34	40%	\$ 52		\$ 84
		Proposed		\$ 27	40%				Additional \$10 per hour for lights	
			No Charge	\$ 27	40%	\$ 27	40%	\$ 45		\$ 75
		Variance		\$ 10	-27%					
			\$ -	\$ 6	0%	\$ (7)	0%	\$ (7)		\$ (9)
Field W/ Lights	Ramsay Baseball/Softball Field – Night Use (Category II - Youth and Senior Fees)	Current		\$ 29	56%					
			No Charge	\$ 38	42%	\$ 53	20%	\$ 66		\$ 84
		Proposed	Eliminate Fee and charge hourly fee for use of lights.							
		Variance	NA							
Court	Callaghan and Joyce-McKenzie Tennis Courts (Category II - Youth and Senior Fees)	Current		\$ 17	67%					
			No Charge	\$ 21	40%	\$ 34	40%	\$ 52		\$ 84
		Proposed		\$ 9	40%					
			No Charge	\$ 9	40%	\$ 9	40%	\$ 15		\$ 75
		Variance		\$ (8)	-27%					
			\$ -	\$ (12)	0%	\$ (25)	0%	\$ (37)		\$ (9)
Picnic	Charge per day for: Ramsay Park Picnic Areas, River Park Picnic Area, Pinto Lake Picnic Area,	Current	No Charge	\$ 39	41%	\$ 66	0%	\$ 66		\$ 42
		Proposed	No Charge	\$ 40	40%	\$ 40	40%	\$ 66		\$ 40

FACILITY TYPE	FACILITY DESCRIPTION		CATEGORY ONE	CATEGORY TWO	% Reduction from C4	CATEGORY THREE	% Reduction from C4	CATEGORY FOUR	Additional Fees	Refundable Deposit
	Franich Park Picnic Areas (New)	Variance	\$ -	\$ 1	-1%	\$ (26)	40%	\$ -		\$ (2)
Pavillion	Charge per day for: Pinto Lake Park Pavillion	Current	No Charge	\$ 150	0%	\$ 150	0%	\$ 150		\$ 100
		Proposed	No Charge	\$ 90	40%	\$ 90	40%	\$ 150		\$ 100
		Variance	\$ -	\$ (60)	40%	\$ (60)	40%	\$ -		\$ -
Car Wash	Ramsay Park Car Wash	Current	No Charge	\$ 90	N/A	\$ 90	N/A	N/A		\$ 100
		Proposed	No Charge	\$ 90	N/A	\$ 90	N/A	N/A		\$ 100
		Variance	\$ -	\$ -	N/A	\$ -	N/A	N/A		\$ -

Fees listed above do not include applicable "Pass On Fees," such as costs for insurance, security guards and insurance.

# CITY OF WATSONVILLE

## PARKS & COMMUNITY SERVICES DEPARTMENT FACILITY RENTAL FEE SCHEDULE



Fees listed below are per hour, unless otherwise indicated and include use and set up of available tables, chairs and A/V equipment. Additional fees for insurance, security guards and cleaning may apply.

FACILITY TYPE	FACILITY DESCRIPTION	HOURLY FEE	REFUNDABLE DEPOSIT
Classrooms & Meeting Rooms	Including Callaghan Cultural Center Classroom, Muzzio Community Center Classroom, Veteran's Memorial Building 1st Floor Meeting Room, Ramsay Park Family Center Classroom, Senior Center Conference Room, Senior Center Classroom	\$45	\$200
Event Rooms	Including Marinovich Community Center Multipurpose Room, Ramsay Park Family Center, GHWR Youth Center Gymnasium, Senior Center Auditorium, Veterans Memorial Building Gymnasium (sports use only)	\$60	\$300
Large Venue	Including Veterans Memorial Building Auditorium (non-sporting events)	\$150	\$500
Dance Room	Including Veterans Memorial Building Dance Room	\$3	\$200
Community Room-Half	Civic Plaza Community Room A, Civic Plaza Community Room B	\$100	\$300
Community Room-Whole	Civic Plaza Community Room A and B (20% fee reduction for both rooms)	\$140	\$300
Park	Including City Plaza	\$45	\$300
Field/Parking Lot	Including Ramsay Baseball/Softball Field,, Ramsay Sotomayor Soccer Field (each field), Seaview Ranch Field, PVUSD fields,, Ramsay Park Parking Lot (per lot), Pinto Lake Park Parking Lot	\$45 (\$10 per hour for field lights)	\$75
Court	Including Ramsay, Callaghan and Joyce-McKenzie Tennis Courts	\$15	\$75
Picnic	Charge per day, including Ramsay Park Picnic Areas, River Park Picnic Area, Franich Park Picnic Areas	\$65	\$40
Pavilion	Charge per day, including Pinto Lake Park Pavilion	\$150	\$100
Car Wash	Ramsay Park Car Wash (Available to Non-Profits only. No other discounts apply)	\$90	\$100
PVUSD Facilities	Facilities included in current Joint Use Agreements with PVUSD	Applicable facility categories and fees will be applied to school facilities.	

- **Non-Resident Fees** – Facilities rented by individuals or organizations without a mailing address within the Watsonville City limits shall pay an additional 10% (or 110%) of the applicable rate. Residents are considered individual who live within the City limits and organizations for which 60% of their participants are Watsonville residents.
- **Promoter Fees** - Facilities rented by any of the above categories for which an admission is charged or donation accepted or a profit is to be made, shall pay an additional 85% (or 185%) of the applicable rate.
- **Non-Profit Discount** – Eligible Non-Profit organizations shall receive a 40% fee reduction off hourly rates, after accounting for applicable Non-Resident and Promoter fees.
- **Continuous User Discount** - Continuous users are defined as individuals or groups renting a facility for a minimum of two-3 hour per day (2) days a week and eight (8) days a month. Consideration will be given to existing programming and other rental opportunities prior to scheduling continuous users. A 50% fee reduction is shall be applied to the hourly rate, after accounting for applicable Non-Resident, Promoter and Non-Profit Fees/Discounts.



# **CITY OF WATSONVILLE**

## **PARKS & COMMUNITY SERVICES DEPARTMENT**

### **FACILITY USE DEFINITIONS AND PRIORITY CLASSIFICATIONS**

The following classifications shall apply for purposes of determining priority use, as well as applicable fees and charges. User categories shall be determined by the Director of Parks and Community Services and subject to the City's appeal process.

#### **PRIORITY 1: Use for City Conducted, Sponsored, Co-Sponsored and PVUSD Activities (Fees do not apply to Priority 1 Activities)**

- City of Watsonville conducted, sponsored or co-sponsored activities.
- City Council approved use agreements.
- Pajaro Valley Unified School District activities as may be defined in either a mutual use agreement or specific facility joint use agreement.
- Pajaro Valley Unified School District activities at the request of a School administrator for a specific time period (but less than that defined as a "continuous use") for a specific school use when such use does not interfere with normal operations of a particular facility. PVUSD uses in these cases will not be charged a fee. PVUSD is responsible for student and site supervision. In addition, this use is subject to "bumping" for a fee paid reservation by an individual or community organization eligible to rent the facility.

#### **PRIORITY 2: Use by Non-Profits (Youth Non-Profits will be given priority over Adult Non-Profits)**

- Private or parochial schools within the Pajaro Valley.
- Non-profit 501(c)(3) youth or senior groups.
- Pajaro Valley Unified School District requests that would create a regular use of a facility, which may require City to staff facility, and would displace other occasional users, and when such use would preclude use by the City for its own programs or rentals by others.
- Non-profit 501(c)(3) adult groups

#### **PRIORITY 3: Private Use**

- Private groups or individuals, special interest community groups, unions, political groups or others not meeting the above criteria.



# Agenda Report

**MEETING DATE:** Monday, May 3, 2021

**TO:** Parks and Recreation Commission

**FROM:** Parks & Community Services Director Calubaquib

**SUBJECT:** APPOINT PRC LIAISONS FOR 2021

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## **STATEMENT OF ISSUES:**

Appoint Commissioners to serve as liaisons to various Parks and Community Services Department program areas.

## **RECOMMENDED ACTION:**

IT IS RECOMMENDED THAT THE PARKS AND RECREATION COMMISSION APPOINT COMMISSIONERS TO SERVE AS LIAISONS TO VARIOUS PROGRAM AREAS, AS DETERMINED BY THE PARKS AND RECREATION COMMISSION.

## **DISCUSSION:**

### **Background**

During its meeting on March 1, 2021, the PRC assigned new liaisons for 2021. As two Commissioners were not present, this item is presented to the PRC again so that absent Commissioners may be included.

### **PRC Liaisons**

During most Parks and Recreation Commission meetings, Department staff strive to provide the Commission with an update on one or several key service areas. Although staff strive to provide comprehensive reports, it is difficult to convey the impact and experience from both the customer and staff perspective in a succinct report. Having a more in-depth understanding of the operations of these key areas will empower Commissioners to provide informed and relevant feedback and policy recommendations for the Department's services.

It is recommended that the Commission establish Commissioner Program Liaisons for certain service areas of the Department and appoint Commissioners as Program Liaisons on an annual basis. Each member of the Commission would be assigned a service area and would be responsible for:

1. Learning about their assigned service area by visiting facilities and/or program sites
2. Engaging with staff and community members at facilities and/or program sites on a regular basis

3. Reporting updates on assigned service area to the Parks and Recreation Commission during a designated time on each meeting agenda

It is recommended that Liaisons be established for the following key service areas of the Department:

- Parks (2 Liaisons)
- Sports Programs (1 Liaison)
- Youth Development Programs (2 Liaisons)
- Special Events (1 Liaison)
- Facility Rentals and Recreation Facilities (1 Liaison)

**STRATEGIC PLAN:**

03-Infrastructure & Environment, 05-Community Engagement & Well-Being, 06-Public Safety – PRC Liaisons assist PCS teammates with routine operations and projects.

**FINANCIAL IMPACT:**

None.

**ALTERNATIVE ACTION:**

The PRC could elect to not assign PRC Liaisons for the 2021 calendar year.

**ATTACHMENTS AND/OR REFERENCES (If any):**

- 2019 PRC Liaisons

**City of Watsonville  
Parks and Recreation Commission  
PRC Liaison Assignments  
2019**

<b>Service Area</b>	<b>PCS Teammate Contact</b>	<b>PRC Member</b>
Parks (2 Liaisons)	Ben Heistein 831.768.3150 Ben.heistein@cityofwatsonville.org	Kristian Flores Abel Sanchez
Sports Programs (1 Liaison)	Jenny Vivenzi 831.768.3262 jennifervivenzi@cityofwatsonville.org	Ana Hurtado
Youth Development Programs (2 Liaisons)	Geno Bragado 831.768.3294 Eugene.bragado@cityofwatsonville.org	Jessica Carrasco Wayne Hayishibara
Special Events (1 Liaison)	Israel Tirado 831.768.3247 Israel.tirado@cityofwatsonville.org	Paul DeWorken
Facility Rentals and Recreation Facilities (1 Liaison)	Tony Roman 831.768.3292 Tony.roman@cityofwatsonville.org	Brando Sencion



# Agenda Report

**MEETING DATE:** Monday, May 3, 2021

**TO:** Parks and Recreation Commission

**FROM:** Parks & Community Services Director Calubaquib

**SUBJECT:** 2021 PRC WORKPLAN

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## **STATEMENT OF ISSUES:**

Develop a workplan for the Parks and Recreation Commission for 2021.

## **RECOMMENDED ACTION:**

IT IS RECOMMENDED THAT THE PARKS AND RECREATION COMMISSION DEVELOP AND ADOPT A WORKPLAN FOR THE 2021 CALENDAR YEAR.

## **DISCUSSION:**

During its meeting on March 1, 2021, the PRC adopted a new workplan for 2021. As two Commissioners were not present, this item is presented to the PRC again so that absent Commissioners may be included.

Per the City of Watsonville's City Charter, the Parks and Recreation Commission is responsible to "formulate and recommend to the Council and the City Manager a parks and recreation program for the inhabitants of the City which will contribute to the attainment of the general educational and recreational objectives for children and adults of the City, promote and stimulate public interest therein, and to the end, solicit to the fullest extent possible the cooperation of school authorities and other public and private agencies interested in therein."

In support of this and to provide Commissioners with greater opportunities to engage in work that furthers parks and recreation services in the City of Watsonville, it is recommended that the Parks and Recreation Commission develop and adopt an annual work plan for the Commission and appoint commissioners to lead the implementation of work plan projects to achieve desired outcomes.

The following process to develop and implement an annual work plan is proposed:

1. During a regular meeting of the Parks and Recreation Commission, typically during the first quarter of each calendar year, the Commission would propose and discuss potential projects and desired outcomes. Projects must support at least one of the City Council's Strategic Planning Goals as well as support parks and recreation related services and facilities in the City of Watsonville.

2. The Parks and Community Services Director would then evaluate efficacy and staff and monetary resources required to support proposed projects to determine feasibility and develop a draft work plan for the consideration of the Commission. Staff resources required for projects will be categorized as:
  - a. Minimal = 0-50 hours
  - b. Moderate = 51-100 hours
  - c. Significant – 100+ hoursProjects that require Moderate or Significant resources for which staff and monetary resources are not already included in the adopted budget will be held until necessary resources are identified.
3. The Commission would then suggest changes to the work plan and assign Commissioners to lead the implementation of work plan projects to achieve desired outcomes.
4. Once final changes and assignments are agreed upon, the Commission would adopt its annual work plan. See attachment for the PRC's previous workplan.

**STRATEGIC PLAN:**

03-Infrastructure & Environment, 05-Community Engagement & Well-Being, 06-Public Safety – This workplan supports the work of the Parks and Community Services Department.

**FINANCIAL IMPACT:**

None.

**ALTERNATIVE ACTION:**

The PRC could elect to not adopt a workplan for the 2021 calendar year.

**ATTACHMENTS AND/OR REFERENCES (If any):**

- 2020 PRC Workplan

**City of Watsonville  
Parks and Recreation Commission**

**2019 Work Plan  
ADOPTED 9/21/20**

<b>Project</b>	<b>City Council Strategic Plan Priority Supported</b>	<b>Staff Resources Required</b>	<b>Desired Outcome (Commissioner Responsible)</b>	<b>Status</b>
1. Develop a Public Art Program and Policy	Infrastructure & Environment, Community Engagement & Well-Being	PCS Director (Moderate) Senior Administrative Analyst (Significant)	Support the planning and development of a Public Art Program and Policy. Provide recommendations on program and policy drafts (Commissioners DeWorken, Carrasco)	Solicited feedback from Commissioners regarding Phase 1. Phase 2 to be developed in late 2020. Staff will schedule a meeting to discuss.
2. Develop a City-wide Integrated Pest Management Policy	Infrastructure & Environment, Community Engagement & Well-Being	PCS Director (Moderate) PCS Assistant Director (Significant)	Support the planning and development of an Integrated Pest Management Policy. Provide recommendations on policy drafts (Commissioner Sanchez)	Project launched in October 2019. AD Heistein to reach out to Commissioner Sanchez.
3. PCS Strategic Plan Implementation	Fiscal Health, Infrastructure & Environment, Economic Environment, Community Engagement & Well-Being, Public Safety	Whole PCS Team (Significant)	Support the implementation of PCS Strategic Plan and development of annual Department Work Plan (Commissioners Barba, DeWorken, Hiyashibara)	Meeting was scheduled. Need to reschedule meeting due to conflicts.
4. PRC Social Committee	Community Engagement & Well-Being	PCS Director (Minimal)	Virtual meetings/get together with Commissioners (Commissioners Sencion)	Commissioner Sencion to schedule and announce opportunities once per quarter. Director Calubaquib to set up meeting.
5. Events Sub-Committee	Economic Environment, Community Engagement & Well-Being		Liaison(s) meet with Special Events Supervisor to discuss ideas for new events and feedback on existing events (Commissioners Hurtado, Sencion, DeWorken)	Sub-committee has met twice to discuss ideas. Need to reschedule meeting due to conflicts.
6. Outreach Sub-Committee	Community Engagement & Well-Being	PCS Director (Minimal), Administrative Assistant (Minimal)	Conduct outreach activities to improve awareness of PCS programs and activities – focus on outreach in COVID world (Commissioners Carrasco)	Commissioner Carrasco and Director Calubaquib met on 10/30/19 to discuss ideas. Need to reschedule meeting due to conflicts.
<b>Staff Resources Required: 0-50 hours = Minimal 51-100 hours = Moderate 100+ hours = Significant</b>				