



# CITY OF MORRO BAY RECREATION AND PARKS COMMISSION A G E N D A

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*The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life.  
The City shall be committed to this purpose and will provide a level of municipal service and safety  
consistent with and responsive to the needs of the public.*

**Regular Meeting - Thursday, July 18, 2013  
Veteran's Memorial Building - 5:30 P.M.  
209 Surf Street, Morro Bay, CA**

Chairperson John Bates

Vice-Chairperson Drew Sidaris  
Karen Croley  
Bob Swain

Tom Coxwell  
Al Romero

ESTABLISH QUORUM AND CALL TO ORDER  
MOMENT OF SILENCE  
ANNOUNCEMENTS  
PRESENTATIONS

#### PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Commission on City business matters other than scheduled items may do so at this time. To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chair, please come forward to the podium and state your name and address for the record. Commission meetings are audio and video recorded and this information is voluntary and desired for the preparation of minutes.
- Comments are to be limited to three minutes.
- All remarks shall be addressed to the Commission, as a whole, and not to any individual member thereof.
- The Commission respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commission and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Commission to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Your participation in Commission meetings is welcome and your courtesy will be appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Recreation and Parks' Administrative Technician at (805) 772-6280. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

#### A. CONSENT CALENDAR

A-1 Approval of Minutes from Recreation and Parks Commission meeting held on  
May 16, 2013

**Staff Recommendation: Approve minutes.**

A-2 Correspondence/Citizen's Reports  
None

A-3 Participation Reports  
Youth and Senior Services  
Recreation Classes and Affiliated Clubs  
Youth and Adult Sports  
Facilities and Parks  
**Staff Recommendation: Receive and file.**

A-4 Department Program/Project Status Report  
**Staff Recommendation: Receive and file.**

B. PUBLIC HEARINGS  
None

C. UNFINISHED BUSINESS  
None

D. NEW BUSINESS

D-1 Review of the M.O.U. regarding the Bike Park Design and Permit Processing.  
**Staff Recommendation: Discuss and make recommendations.**

D-2 Annual Tour of City Parks

E. FUTURE AGENDA ITEMS

F. ADJOURNMENT

Adjourn to a special joint meeting with Public Works Advisory Board scheduled at the Veteran's Memorial Building, 209 Surf Street, on August 29, 2013 at 5:30 P.M.

This agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the agenda posted at the Morro Bay Community Center, 1001 Kennedy Way, for any revisions or call the department at 772-6280 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours at the Recreation and Parks Department and at Mill's/ASAP, 495 Morro Bay Boulevard, or online at [www.morro-bay.ca.us/rpc](http://www.morro-bay.ca.us/rpc). Materials related to an item on this Agenda submitted to the Commission after publication of the Agenda packet are available for inspection at the Recreation and Parks Department during normal business hours or at the scheduled meeting.

## **MINUTES – MORRO BAY RECREATION AND PARKS COMMISSION**

REGULAR MEETING –MAY 16, 2013

VETERANS MEMORIAL BUILDING – 5:30 P.M.

**CALL TO ORDER:** Chair Bates called the meeting to order at 5:30 p.m.

**ROLL CALL:** PRESENT: Chair Bates, Vice-Chair Sidaris, Commissioner Coxwell, Commissioner Croley, Commissioner Romero, Commissioner Swain, Staff Woods and Staff English. ABSENT: Commissioner Dorfman.

### **MOMENT OF SILENCE**

### **COMMISSIONER REPORTS AND ANNOUNCEMENTS**

Commissioner Coxwell announced that the Morro Bay High School Music Boosters will be hosting a "Bands on the Run" 5K/10K Fun Run on May 25<sup>th</sup>. The Boosters will also have a pasta feed the night before the run at the high school. The race will have bands playing along the course. There are over 140 students in the MBHS Music Program.

Commissioner Bob Swain announced that the Eco-Rotary will be hosting an Eco-Faire at St. Timothy's Catholic Church on June 2<sup>nd</sup> from Noon – 5 p.m.

### **PRESENTATION**

Brian French of *estero bay sustainable solutions* gave a presentation on the solar installation his company would like to donate to the Teen Center. He gave a brief description of the system including where the system would be installed, how it is maintained and the ease of future expansion. His plan is to use the installation as a community education opportunity and will include an interpretive panel with Microsoft tags that allow information, including sponsor information, to always be current. Mr. French added that the proposed installation would reduce the Center's energy use by 40%, roughly \$750/month.

Staff Woods stated that a full system would be desirable and that staff is looking into developing a budget to complete the project. Roof inspections are being done now to insure the feasibility of the installation. This project would help reduce fixed expenses for the Teen Program and contribute to the program's future sustainability. Staff Woods further noted that a partnership with *estero bay sustainable solutions* created by this project is in line with the City's mission statement by providing a community benefit with a positive financial impact.

Commissioner Croley expressed her appreciation for the donation and noted that the interpretive panel will provide good information on sustainability to our community's youth.

Commissioner Swain noted that this project shows the City as being progressive in its conservation and sustainability efforts.

**PUBLIC COMMENT**

None

**A. CONSENT CALENDAR**

Unless an item is pulled for separate action by the Commission, the following items are approved without discussion.

A-1 APPROVAL OF MINUTES OF THE MARCH 21, 2013 MEETING

**RECOMMENDATION: Approve as submitted.**

A-2 CITIZEN'S REPORTS AND CORRESPONDENCE

**RECOMMENDATION: Approve as submitted.**

A-3 YOUTH AND SENIOR SERVICES SUMMARY FOR MARCH AND APRIL 2013  
RECREATION CLASSES AND AFFILIATED CLUBS SUMMARY FOR MARCH AND APRIL 2013  
YOUTH AND ADULT SPORTS SUMMARY MARCH AND APRIL 2013  
FACILITIES AND PARKS USE SUMMARY FOR MARCH AND APRIL 2013

**RECOMMENDATION: Approve as submitted.**

A-4 RECREATION AND PARKS DEPARTMENT STATUS REPORT

**RECOMMENDATION: Approve as submitted.**

Commissioner Croley requested that item A-4 be pulled from the Consent Calendar.

MOTION: Commissioner Romero moved that the Commission accept Consent Calendar Items A-1 through A-3 for file. The motion was seconded by Commissioner Croley and carried. (6-0)

A-4 RECREATION AND PARKS DEPARTMENT STATUS REPORT

Staff Woods summarized the Department Program/Project Status Report highlighting the following programs and projects:

- Lila Keiser field renovations
- Sidewalk repairs and new street trees on Market Street
- Park enhancements to City and Anchor Parks
  - drinking fountains
  - benches
  - picnic tables
- Estero Bay Community Pool MOU status
- Tidelands and Cloisters playground status updates
- Rock to Pier Fun Run and Rockin' Around the Pier Half Marathon

MOTION: Commissioner Coxwell moved to accept Consent Calendar Item A-4 for file. The motions was seconded by Commissioner Sidaris and carried. (6-0)

**B. PUBLIC HEARINGS**

None

**C. UNFINISHED BUSINESS**

None

**D. NEW BUSINESS**

D-1 INITIAL REVIEW OF PROPOSED CITY PARTNERSHIP POLICY

Staff Woods reminded the Commission that at their last meeting staff brought forward a proposed Sponsorship Policy and that this proposed Partnership Policy is a larger umbrella policy that contains the Sponsorship Policy. The Sponsorship Policy has gone to City Council where they did an initial review and requested that the item return to Council for further discussion. Staff Woods also announced that he will be attending an Event Holders Workshop sponsored by the Morro Bay Chamber of Commerce Economic Development Division on May 29<sup>th</sup> where the Sponsorship Policy will be discussed.

Staff Woods stated that tonight's proposed partnership with *estero bay sustainable solutions* is an example of how a Partnership Policy can provide guidelines in partnership development and assist in maintaining consistency in those partnerships. The criteria set in this policy will assist staff in developing partnerships that fit with the City's goals.

Staff Woods further stated that the policy is ready for edits, ready for line-outs and ready for the Commissioners' input. Staff can meet with the Commissioners on an individual basis to go over the policy and receive edits and/or suggestions. Staff Woods encouraged the Commissioners to spend some time reviewing the policy and to solicit input from friends and colleagues.

D-2 REVIEW OF PROPOSED AMENDMENTS TO THE MASTER FEE SCHEDULE

Staff Woods presented proposed amendments to the Recreation & Parks portion of the Master Fee Schedule for the 2013/2014 fiscal year. Staff Woods stated that the Commission can choose one of three options, they can make no changes, they can support the proposed changes or they can add additional changes. Occasionally staff receives requests to reserve a venue that is not currently on our Master Fee Schedule. In particular there has been interest in the hockey rink at Del Mar Park and interest in using outdoor basketball courts for 3-on-3 basketball tournaments.

MOTION: Commissioner Coxwell moved to incorporate the proposed changes into the Master Fee Schedule for the 2013/2014 fiscal year. Seconded by Commissioner Croley and carried. (6-0)

**E. FUTURE AGENDA ITEMS**

None

**F. ADJOURNMENT**

Motion to adjourn the meeting by Commissioner Romero, seconded by Commissioner Sidaris and carried (6-0). The meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Celeste English  
Administrative Technician



**AGENDA NO: A-2**

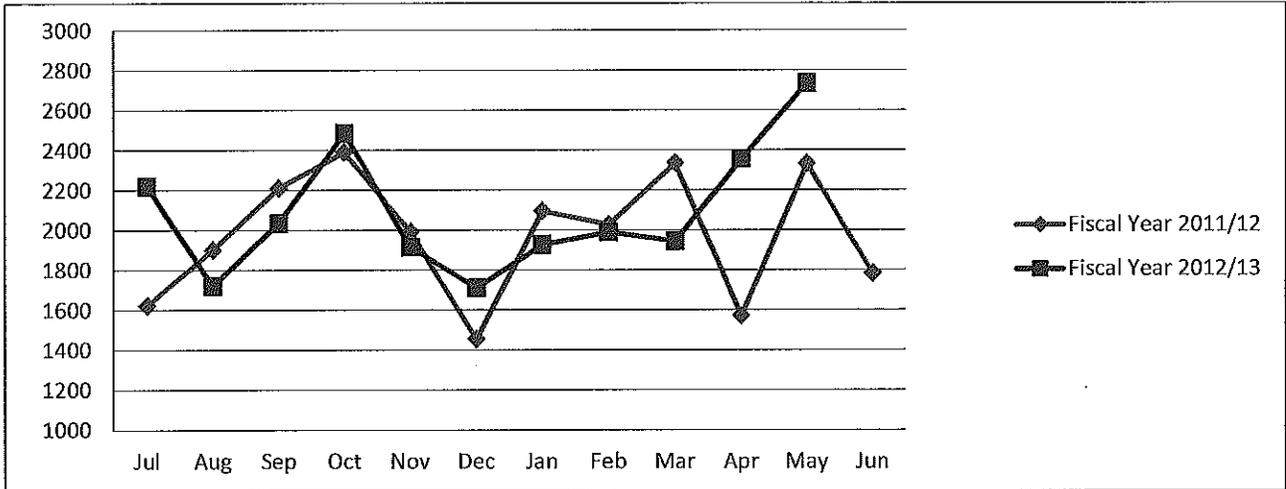
**Meeting Date: July 18, 2013**

# CORRESPONDENCE

**NONE**

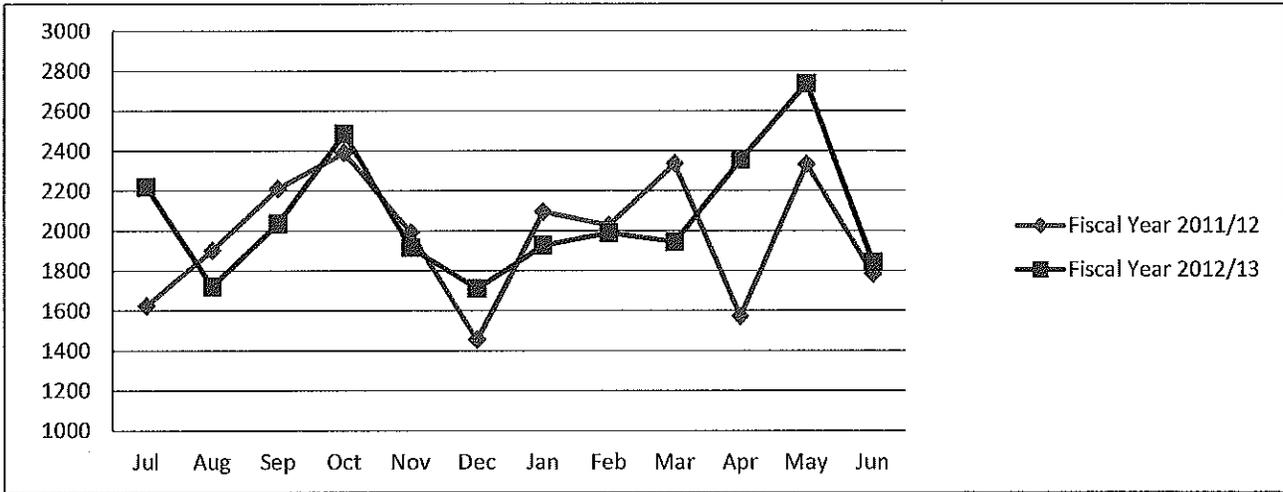
City of Morro Bay  
 Recreation and Parks Department  
 Youth Services  
 PARTICIPATION REPORT  
 May 2013

<u>Participations</u>	<u>May '13</u>	<u>May '12</u>	FY 12/13	FY 11/12
			<u>Total to Date</u>	<u>Total to Date</u>
Kids' Camp	0	0	1652	2055
Kids' Club Before-School	418	440	3148	3459
Kids' Club Kinder Kids	220	264	1918	1991
Kids' Club After-School	792	726	6196	5827
Kids' Club Drop-in	396	238	2564	1979
Teen Center	912	666	7579	6616
<b>TOTALS:</b>	<b>2738</b>	<b>2334</b>	<b>23057</b>	<b>21927</b>



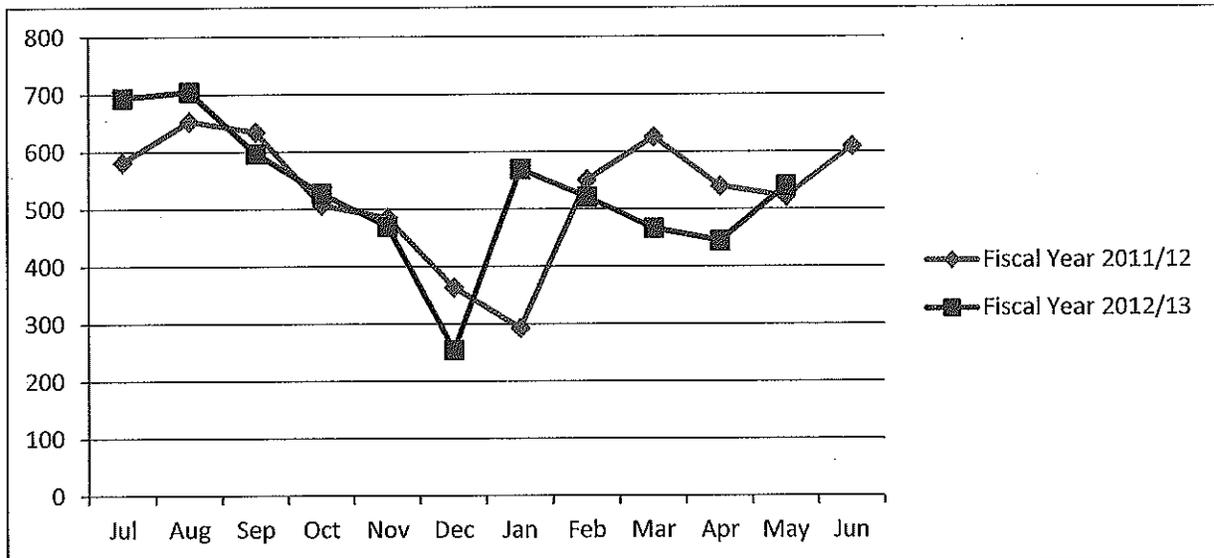
City of Morro Bay  
 Recreation and Parks Department  
 Youth Services  
 PARTICIPATION REPORT  
 June 2013

Participations	June '13	June '12	FY 12/13	FY 11/12
			Total to Date	Total to Date
Kids' Camp	545	270	2197	2325
Kids' Club Before-School	76	200	3224	3659
Kids' Club Kinder Kids	40	120	1958	2111
Kids' Club After-School	140	330	6336	6157
Kids' Club Drop-in	49	123	2613	2102
Teen Center	994	742	8573	7358
<b>TOTALS:</b>	<b>1844</b>	<b>1785</b>	<b>24901</b>	<b>23712</b>



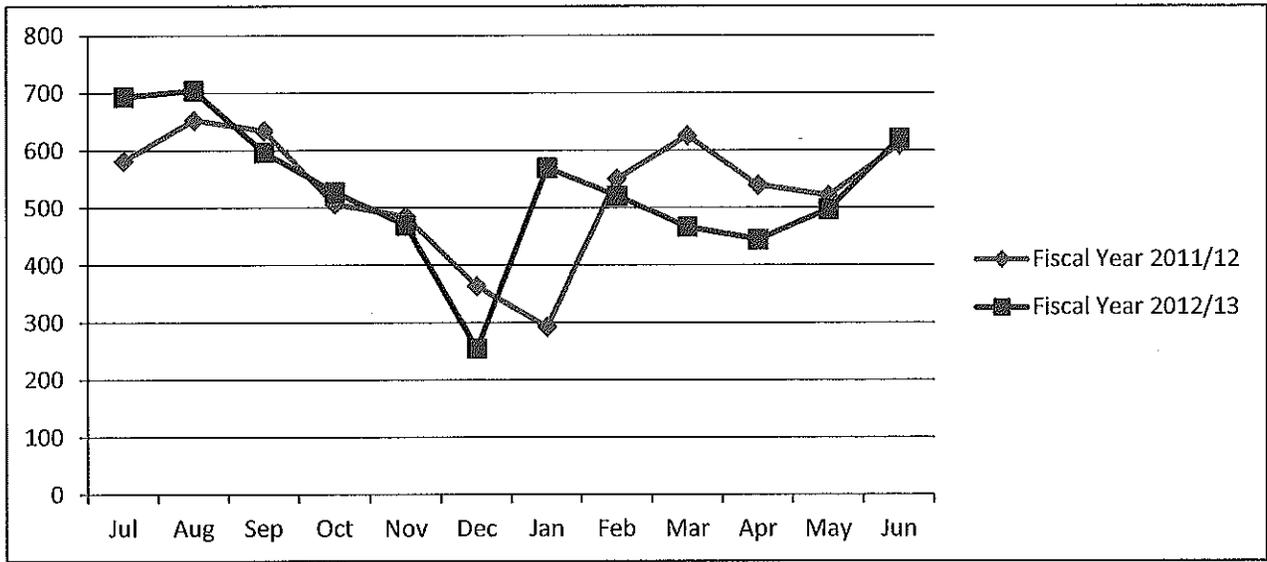
City of Morro Bay  
 Recreation and Parks Department  
 Senior Services  
**PARTICIPATION REPORT**  
**May 2013**

<u>Participations</u>	<u>May '13</u>	<u>May '12</u>	<u>FY 12/13</u> <u>Total to Date</u>	<u>FY 11/12</u> <u>Total to Date</u>
ACES - senior exercise	134	128	1441	1318
Billards	147	178	1345	1474
BINGO	43	68	479	893
Bridge Club	44	40	434	261
Bunco	0	12	45	169
Chess Club	0	2	11	34
Crafters	12	18	147	153
Dominos Club	0	0	30	0
Hand & Foot	23	33	294	276
P.A.C.E. - senior exercise	138	43	1285	1060
Senior Tai Chi	0	0	429	120
<b>TOTALS</b>	<b>541</b>	<b>522</b>	<b>5940</b>	<b>5758</b>



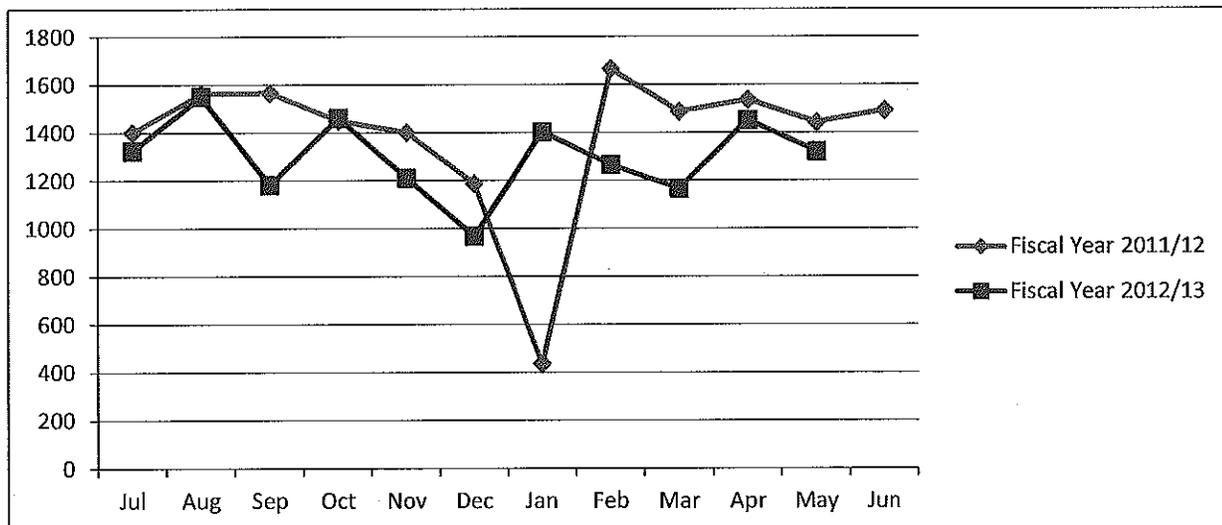
City of Morro Bay  
 Recreation and Parks Department  
*Senior Services*  
 PARTICIPATION REPORT  
 June 2013

<u>Participations</u>	<u>June '13</u>	<u>June '12</u>	<u>FY 12/13 Total to Date</u>	<u>FY 11/12 Total to Date</u>
ACES - senior exercise	113	133	1554	1451
Billards	124	126	1469	1600
BINGO	42	73	478	966
Bridge Club	26	47	460	308
Bunco	0	12	45	181
Chess Club	0	4	11	38
Crafters	14	4	161	157
Dominos Club	0	0	30	0
Hand & Foot	26	32	320	0
P.A.C.E. - senior exercise	137	144	1422	308
Senior Tai Chi	139	35	568	155
	621	610	6518	5164



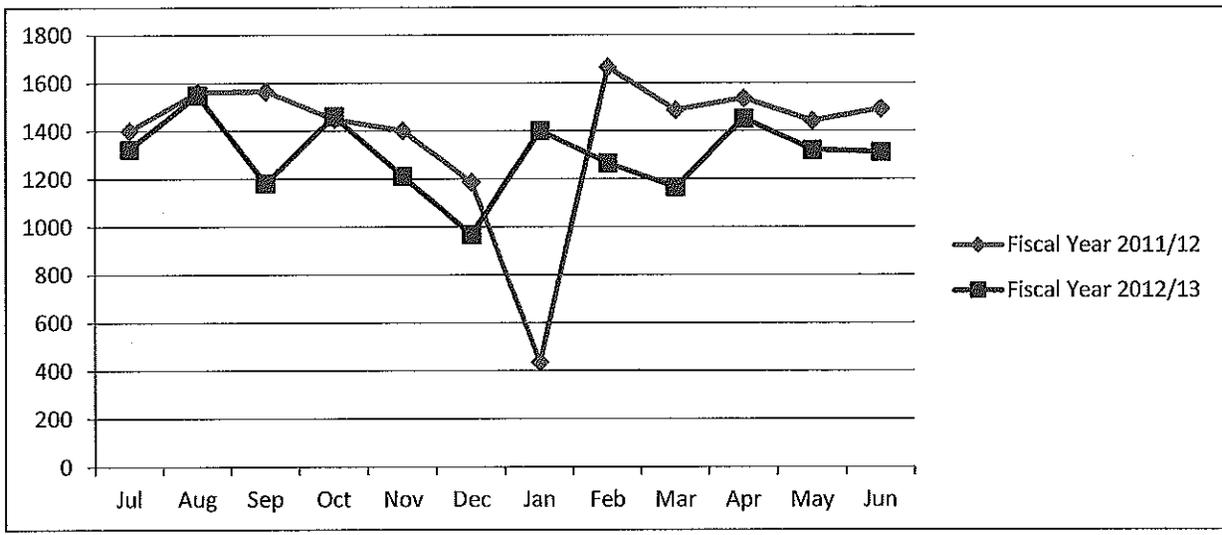
City of Morro Bay  
 Recreation and Parks Department  
*Recreation Classes & Affiliated Clubs*  
**PARTICIPATION REPORT**  
**May 2013**

<u>Participations</u>	<u>May '13</u>	<u>May '12</u>	<u>FY 12/13 Total to Date</u>	<u>FY 11/12 Total to Date</u>
Acrylics/Watercolor Painting	43	49	525	604
Aikido	16	20	268	206
Bellydance Class	21	30	199	217
Country & Western Line Dancing	0	0	106	119
Crochet (Beginning)	8	3	57	29
FIT CLUB/Zumba	476	651	6551	6761
Flip City Gymnastics	42	52	427	521
Hoops Camp	42	0	42	54
Kidz Love Soccer	0	20	0	324
Life Drawing	45	33	473	417
Music Appreciation	0	0	87	173
Okinawan Karate for Children	90	100	725	792
Okinawan Karate	45	20	379	228
Playday Tennis	108	35	866	278
Quilting & Sewing	14	26	185	338
Quilt Guild	102	57	663	540
Restorative Yoga	49	76	628	752
Singing (Beginning)	0	0	0	50
Tennis Lessons	8	35	144	278
39+ Dance	213	236	1988	2462
<b>TOTALS</b>	<b>1322</b>	<b>1443</b>	<b>14313</b>	<b>15143</b>



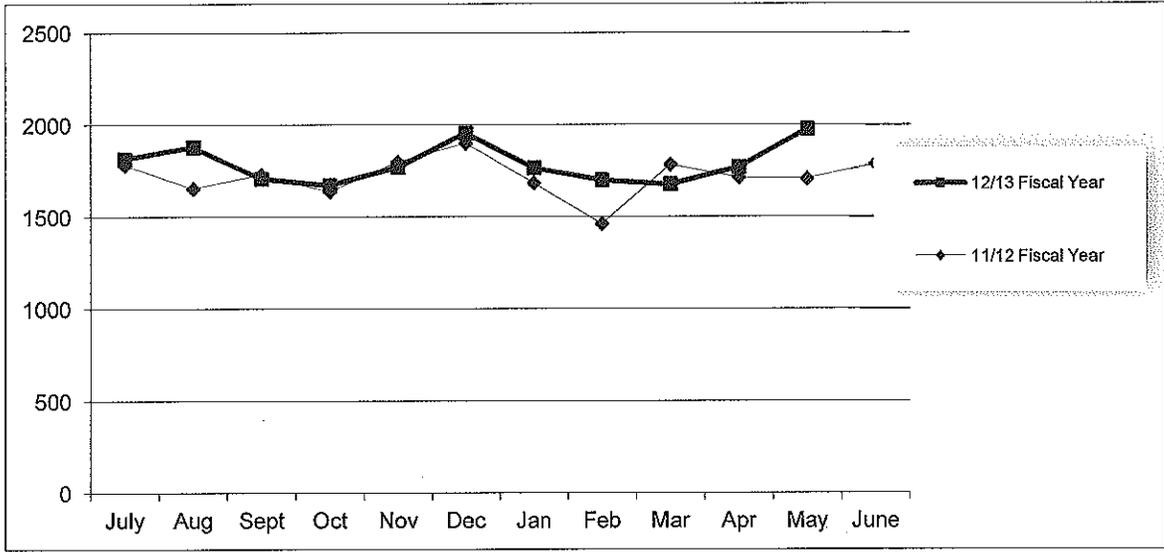
City of Morro Bay  
 Recreation and Parks Department  
*Recreation Classes & Affiliated Clubs*  
**PARTICIPATION REPORT**  
**June 2013**

<u>Participations</u>	<u>June '13</u>	<u>June '12</u>	<u>FY 12/13 Total to Date</u>	<u>FY 11/12 Total to Date</u>
Acrylics/Watercolor Painting	34	21	559	625
Aikido	21	17	289	223
Bellydance Class	69	24	268	241
Country & Western Line Dancing	0	0	106	119
Crochet (Beginning)	6	3	63	32
FIT CLUB/Zumba	471	711	7022	7472
Flip City Gymnastics	32	52	459	573
Hoops Camp	135	175	177	229
Kidz Love Soccer	0	15	0	339
Life Drawing	35	60	508	477
Music Appreciation	0	0	87	173
Okinawan Karate for Children	64	88	789	880
Okinawan Karate	56	16	435	244
Playday Tennis	88	10	954	288
Quilting & Sewing	9	18	194	256
Quilt Guild	98	33	761	573
Restorative Yoga	13	53	641	805
Singing (Beginning)	0	0	0	50
Tennis Lessons	8	10	152	288
39+ Dance	174	187	2162	2649
<b>TOTALS</b>	<b>1313</b>	<b>1493</b>	<b>15626</b>	<b>16536</b>



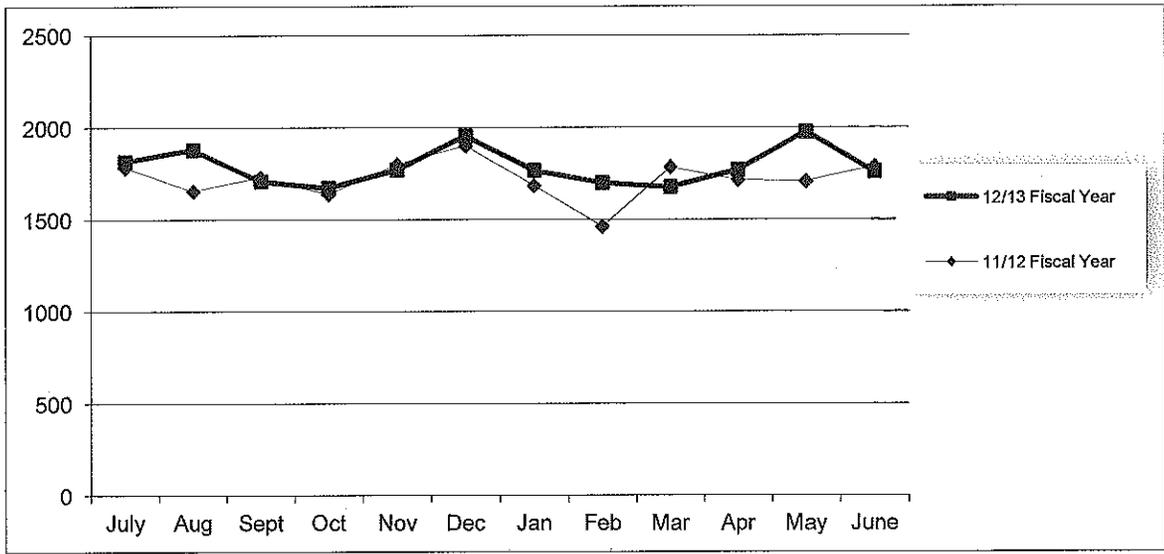
City of Morro Bay  
 Recreation and Parks Department  
*Facilities and Parks*  
 PARTICIPATION REPORT  
 May 2013

<u>Facilities</u>	<u>Monthly Hours</u>	<u>Hours to Date FY 12/13</u>	<u>Hrs to date FY 11/12</u>	<u>Total Hours Previous FY</u>
MBCC	1256	13,465	12785	13,902
VMB	189	2,836	3059	3,299
Lib. Prog. Rm.	0	0	0	0
<b>Facilities Subtotal</b>	<b>1445</b>	<b>16,301</b>	<b>15844</b>	<b>17,201</b>
<b>Parks</b>				
Lila Keiser	392	2,464	1960	2,304
Monte Young	0	187	366	384
Del Mar	75	381	340	386
City Park	0	143	133	149
Centennial Parkway	22	219	213	219
<b>Parks Subtotal</b>	<b>489</b>	<b>3,394</b>	<b>3012</b>	<b>3,442</b>
<b>Grand Total</b>	<b>1977</b>	<b>19,695</b>	<b>18,856</b>	<b>20,643</b>



City of Morro Bay  
 Recreation and Parks Department  
*Facilities and Parks*  
**PARTICIPATION REPORT**  
**June 2013**

<u>Facilities</u>	<u>Monthly Hours</u>	<u>Hours to Date FY 12/13</u>	<u>Hrs to date FY 11/12</u>	<u>Total Hours Previous FY</u>
MBCC	1115	14,580	13902	13,902
VMB	190	3,026	3299	3,299
Lib. Prog. Rm.	0	0	0	0
<b>Facilities Subtotal</b>	<b>1305</b>	<b>17,606</b>	<b>17201</b>	<b>17,201</b>
<b>Parks</b>				
Lila Keiser	364	2,828	2304	2,304
Monte Young	0	187	384	384
Dej Mar	45	426	386	386
City Park	9	152	149	149
Centennial Parkway	35	254	219	219
<b>Parks Subtotal</b>	<b>453</b>	<b>3,847</b>	<b>3442</b>	<b>3,442</b>
<b>Grand Total</b>	<b>1758</b>	<b>21,453</b>	<b>20,643</b>	<b>20,643</b>





AGENDA NO: A-4

Meeting Date: July 18, 2013

# THIS STAFF REPORT

"DEPARTMENT PROGRAM/PROJECT STATUS REPORT"

WILL BE AVAILABLE

AT THE MEETING

Thursday, July 18, 2013  
@ 5:30 pm



**AGENDA NO: B-1**

**Meeting Date: July 18, 2013**

# **PUBLIC HEARINGS**

**NONE**



**AGENDA NO: C-1**

**Meeting Date: July 18, 2013**

# UNFINISHED BUSINESS

**NONE**



AGENDA NO: D-1

MEETING DATE: July 18, 2013

## Staff Report

**TO:** Recreation And Parks Commission      **DATE:** 07/12/2013

**FROM:** Joseph M. Woods, Recreation and Parks Director

**SUBJECT:** Review Of Proposed Memorandum Of Understanding With The Morro Bay Bike Park Organization For The Design And Permitting Of A Bike Park In Morro Bay.

### RECOMMENDATION

Staff recommend the Recreation and Parks Commission review the presented Memorandum of Understanding (MOU) between the City and the Morro Bay Bike Park organization (MBBP) for the development of a Bike Park in Morro Bay and provide staff with recommendations to present to City Council.

### ALTERNATIVES

- 1) RPC recommends staff forward the presented MOU without changes to City Council for their review and approval.
- 2) RPC recommends staff forward the presented MOU with changes (as stated in the motion) to City Council for their review and approval.
- 3) RPC recommends Staff as well as City Council not support the MOU.

### FISCAL IMPACT

At this time, the fiscal impact has been the amount of staff time for meetings and preparation of staff reports over the past months. Funds for construction and maintenance will be the contributed by MBBP.

### BACKGROUND

A bike park located in Morro Bay has been a topic of discussion for several years. The recent action taken by City Council on March 12, 2013 approved Resolution 20-13 supporting the development of a public bike park in Morro Bay. On March 21, 2013, the RPC reviewed Resolution 20-13 as well as letters from the Morro Bay Bike Park organization and Morro Bay Citizens Bike Committee. The recommendation from the RPC was to pursue the property on Main Street, as well as property adjacent to Lila Keiser Park. Staff has continued to work with the MBBP organization in both the pursuit of a bike park location and a formal agreement in which to advance the project.

Prepared By: *JMW*

Dept Review: *JMW*

## **DISCUSSION**

Attached hereto is the draft Memorandum of Understanding. The MOU deals only with processing issues, not the ultimate construction, operation and maintenance issues. Upon approval of Master Plan Amendment and Permits, a second MOU will be prepared covering those issues. Both Staff and Morro Bay Bike Park organization support the proposed MOU and desire the support and favorable recommendation from the RPC.

### **Attachments:**

Proposed Memorandum Of Understanding With The Morro Bay Bike Park  
Organization For The Design And Permitting Of A Bike Park In Morro  
Bay  
Recreation and Parks Commission March 21, 2013, Staff Report D-3  
Discussion of Supporting the Development of a Public Bike Park within the  
City Limits  
Recreation and Parks Commission March 21, 2013, Meeting Minutes, Agenda D-3  
Resolution 20-13  
Interest Letter from Bonnie Johnson  
Morro Bay Citizens Bike Committee letter dated March 7, 2013

MEMORANDUM OF UNDERSTANDING  
BIKE PARK DESIGN AND PERMIT PROCESSING

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Morro Bay, a Municipal Corporation formed under the laws of the State of California, hereinafter referred to as the “City”; and Morro Bay Bike Park, a duly organized community volunteer organization hereinafter referred to as “MBBP.” Collectively, the City and MBBP are referred to herein as the “Parties.”

**WHEREAS**, the City owns certain real property located within its corporate limits in the City of Morro Bay, known as the vacant lot at Little Morro Creek Road (LMCR); and

**WHEREAS**, the City has made clear that it has no financial resources at this time to commit to the design, development, operation, or maintenance of the Bike Park; and

**WHEREAS**, MBBP is a duly organized community volunteer organization committed to establishing biking recreation within Morro Bay, including but not limited to the design, development, operation, and maintenance of the Bike Park; and

**WHEREAS**, MBBP has associated itself with the Central Coast Concerned Mountain Bikers (“CCCMB”), which has formal federal and state non-profit status, for the purpose of raising funds in the name of CCCMB-MORRO BAY BIKE PARK, for the design, development, operation, and maintenance of the Bike Park in Morro Bay; and

**WHEREAS**, CCCMB has designated the Bike Park as a CCCMB project and has agreed to disburse funds raised by MBBP as directed by MBBP, and consistent with its charitable purposes, for the design, development, operation, and maintenance of the Bike Park; and

**WHEREAS**, MBBP has raised funds for the design and permitting of the Bike Park and has caused to be prepared preliminary plans for the Bike Park, and expects that it can raise funds and secure other commitments for the development, operation, and maintenance of the Bike Park; and

**WHEREAS**, the Parties desire a Memorandum of Understanding to document their mutual commitment to proceed in good faith with the permitting process for the Bike Park, including consideration of amendment of the Master Plan, subject to one or more future public hearings and the discretion of the City Council in its ultimate approval or disapproval of the Bike Park.

**NOW THEREFORE**, in consideration of the mutual covenants and conditions set forth herein, the Parties agree as follows:

1. MBBP will proceed expeditiously as follows:
  - a. Prepare all design documents and plans required for amendment of the Master Plan (the "Amendment") and for such other approvals and permits (collectively, the "Permits") for the Bike Park as required by the City.
  - b. Apply for the Amendment and the Permits as required by the City.
  - c. Submit all documents and provide all plans, prepared by appropriate professionals, required by the City for the Amendment and the Permits.
  - d. Perform, by appropriate professionals, all environmental analysis and review for the Amendment and the Permits as required by the City.
2. The City will proceed as follows:
  - a. Advise MBBP in writing within 30 days of all requirements for a complete Amendment application.
  - b. Morro Bay City Council to officially designate and reserve the empty lot at a LMCR for the development of a fenced in Bike Park ("Bike Park").
  - c. Advise MBBP in writing within 30 days of all other Permits that will be required by the City and of all requirements for complete applications for such Permits.
  - d. Advise MBBP in writing within 30 days of any other Permits that, to the knowledge of the City, will be required by any other governmental agency, and, to the knowledge of the City, all requirements for complete applications for such Permits.
  - e. Process the Amendment application and all Permit applications at a staff level expeditiously and advise MBBP of the status of such processing upon request.
  - f. Schedule all required hearings at the earliest possible date convenient to MBBP.
  - g. Upon request of MBBP, provide all pertinent information necessary for MBBP to fulfill its responsibilities under this MOU.

3. The City will waive all Amendment and Permit processing fees normally charged applicants by the City, including fees for environmental review by City staff. Within 30 days of request by the City, MBBP will pay all other fees and costs charged by any third party associated with the preparation and submittal of plans and documents required for the Amendment and Permits.

4. Each party to this MOU will at all times act in good faith in the performance of its duties and responsibilities under this MOU, will use its best efforts to assist the other party, and will be courteous, helpful, cooperative with, and appreciative of the other party.

5. The Parties agree that in the event of approval of the Amendment and Permits, they will enter into a further memorandum of understanding regarding the development (construction), operation, and maintenance of the Bike Park.

6. MBBP will furnish to the City the names and telephone numbers of two representatives of MBBP, each with authority to act alone on behalf of MBBP, and who will act as the contacts with the City concerning the subject matter of this MOU. MBBP will notify the City in writing if a representative can no longer serve and will provide the name and telephone number of a replacement.

The City will furnish MBBP the names and telephone numbers of two representatives of the City, each with the authority to act alone on behalf of the City, and who will act as the contacts with MBBP concerning the subject matter of this MOU. The City will notify MBBP in writing if a representative can no longer serve and will provide the name and telephone number of a replacement.

7. Written notice to the respective parties will be provided as follows:

To the City:

City of Morro Bay  
Department of Recreation & Parks  
Attention: Director  
1001 Kennedy Way  
Morro Bay, CA 93442

To MBBP:

Morro Bay Bike Park  
C/O Bonnie Johnson  
2089 Bayview Ave  
Morro Bay, CA 93443

8. This MOU shall be effective upon approval by the City Council and execution by the Parties. The persons executing this MOU represent that they are duly authorized by the party they represent to execute and bind that party. This MOU is the final, complete, and exclusive statement of the terms of the understanding between the Parties, supersedes all previous understandings between the Parties as to its subject matter, and may be amended only in a further writing executed by both Parties.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed at Morro Bay, California, on the dates written below.

CITY OF MORRO BAY	MBBP
_____ Jamie Irons, Mayor	By: _____ Bonnie Johnson President
Date: _____	Date: _____
ATTEST:	
_____ Jamie Boucher, City Clerk	
APPROVED AS TO FORM:	APPROVED AS TO FORM:
_____ Rob Schultz, City Attorney	_____ Brandon Kato



AGENDA NO: D-3

MEETING DATE: 3/21/2013

## Staff Report

**TO:** Recreation and Parks Commission      **DATE:** 3/21/2013  
**FROM:** Joseph M. Woods, Recreation and Parks Director  
**SUBJECT:** Discussion of Supporting the Development of a Public Bike Park  
within the City Limits.

### **STAFF RECOMMENDATION:**

The Commission review and discuss Resolution 20-13, and provide staff with recommendations on supporting the development of a Morro Bay Bike Park.

### **FISCAL IMPACT:**

At this time, the fiscal impact has been limited to staff time for meetings and preparation of staff reports. However, this is an unfunded project for which donations, grants and volunteer labor will be needed for progress, completion and sustainability.

### **BACKGROUND:**

The City purchased 220 Atascadero Road, known as Flippos, with the intent of building a teen center. Prior to and throughout the teen center project, the City built and operated a BMX bike track on a portion of the property. The bike facility project was reviewed by the Recreation and Parks Commission and approved by City Council. The track was constructed by both volunteers and City staff. The track was open to the public during daytime hours at no cost. Participants were asked to follow facility rules, which were approved by the Recreation and Parks Director and posted on site. Operation and maintenance of the facility was performed by City staff and included, but was not limited to trash removal, fence repair, maintenance of dirt track, and use of water for various reasons.

After a full review, the City decided the renovation of the existing structure at 220 Atascadero Road for a teen center would be cost prohibitive. Shortly thereafter, the property at 231 Atascadero Road became available by owner by way of a property auction. The City's intent remained the same, which was to own and operate a teen center for the community. After a successful bid, the City took ownership of 231 Atascadero Road and established a teen center, currently known as Rockies. Consequently, the property at 220 was sold.

The new owner of 220 Atascadero Road agreed to permit the continued operation of the bike track until 2005. Shortly after the property would be renovated to the owner's desire and the bike track was removed. The property is zoned commercial visitor serving and currently is a recreational vehicle park. The City has not had a designated bike park since.

Prepared By: JMW

Dept Review: \_\_\_\_\_

## **DISCUSSION**

On March 12, 2013, the City Council approved Resolution 20-13, supporting the development of a public bike park in Morro Bay. Staff has attached the Resolution for review. The development of a public bike park will require a public process in order to obtain permits for land use, design, construction and operation. The selection of a site will be a significant challenge considering existing public parkland has been master planned and fully developed. Although existing parkland is built out, there may be opportunity if the public is willing to consider master plan revisions. Additionally, private land should also be considered, as the City may find a public/private partnership (P3) where a relationship would be advantageous to all parties.

Ms. Johnson has provided some location options to be considered in the attached letter titled Morro Bay Bike Park. Those locations would be:

- 1) Main Street and Radcliff Drive
- 2) Cloisters open area along the eastern property line
- 3) 231 Atascadero Road, Teen Center

These locations would require more investigation as well as public hearings to determine the feasibility and desirability of a public bike park.

The fact that a bike park does not exist, means building one would be considered a new improvement. Any new improvements would be considered “Development” under the City’s Zoning Code and the Coastal Act. Definitions of “Development” include the “placement or erection of any solid material or structure” or the “change in density or intensity of use of land”. Declaring an area a bike park and putting up fencing and/or constructing walkways are determined to be “Development” under the Zoning Code and Coastal Act.

Because the project is determined to be “Development”, the City must address a number of issues, likely through the Coastal Development Permit Process. This process would require at least the following studies/reports:

1. Traffic Study – This would indicate peak hour traffic impacts including parking and traffic patterns to analyze impacted roadways.
2. American with Disabilities compliance.
3. Environmental Review (in some recent cases the installation of bike parks has triggered an Environmental Impact Report) – The installation of a bike park constitutes a project under CEQA. The potential environmental effects would need to be analyzed in relation to the site-specific conditions and operations of the park. Once a project location and full description of activities are identified, an initial study review and evaluation will need to be prepared to determine which kind of environmental document will be necessary.
4. Revision of the master plan – There is a formal procedure set in place to amend a master plan of a park. This process includes development of an amended master plan, the amended plan forwarded to the appropriate advisory boards and commissions for review and comment, Recreation and Parks Commission adoption of the amended master plan and final approval by the City Council.

As stated in the attached letter, Ms. Johnson illustrates the community's interest by having acquired over 200 signatures of interest and over 170 "likes" on the Morro Bay Bike Park Facebook page. Furthermore, the Morro Bay Citizens Bike Committee has submitted a letter of support, which advocates and endorses the construction of a BMX/pump track style bike park in Morro Bay. This letter is also attached for your review. The City may consider entering into a Memorandum of Understanding for the design and permitting process once a site has been determined and a formal partner has been identified.

**CONCLUSION:**

City staff has previously operated and maintained a BMX bike track which was located at 220 Atascadero Road. After the sale of the property and the removal of the track the demand for such a facility remained. Recently, several members of the community have come forward to express their desires to City Council. Council agreed with the request to establish a public bike park and adopted Resolution 20-13. In supporting the development of a public bike park, staff is bringing the topic to the Recreation and Parks Commission to explore site possibilities as well as project development criteria.

**Attachments:**

Resolution 20-13

Interest Letter from Bonnie Johnson

Morro Bay Citizens Bike Committee letter dated March 7, 2013

D-3 REVIEW PROPOSAL FOR BMX BIKE ACTIVITIES.

Staff Woods gave a brief overview of the history of the BMX bike track in Morro Bay, previously located at Park St. & Atascadero Rd and currently operating as a RV Park. Staff Woods detailed City Council's support of a BMX Bike Park in Morro Bay by their approval of Resolution 20-13. He also summarized information given by Ms. Johnson listing three suggested locations for the park: 1) Main St. & Radcliff Dr. 2) Cloisters open area on eastern border 3) 231 Atascadero Ave (Teen Center). All three locations would require more investigation as well as public hearings to determine the feasibility and desirability of a public bike park.

Staff Woods stated that because a bike park does not exist in Morro Bay, building one would be a new improvement and therefore considered "Development" under the City's Zoning Code and the Coastal Act. The City would have to go through the Coastal Development Permit Process likely requiring the following studies/reports:

- Traffic Study
- Americans with Disabilities compliance
- Environmental Review
- Revision of Master Plan

Staff Woods stated that City Council has directed the RPC to discuss this project and to help move it forward. He further stated that it is Council's direction that the RPC discuss possible sites and possible partnerships for the project. Staff Woods stated that once a viable site has been identified and a legitimate partner recognized, the interested parties would be able to move forward with a Memorandum of Understanding (MOU) addressing the design and permitting process for the proposed park. Staff is also looking for a Commissioner to take the lead on this issue.

Bonnie Johnson, Morro Bay resident, stated that she is working on putting together a group of volunteers and that the nature of their group will depend upon the recommendations the Commission will be forwarding to Council. She further stated that she is working on becoming a member of the non-profit International Mountain Biking Association (IMBA), a group that helps build bike parks and sponsors bike events. Becoming a member would allow the Morro Bay Bike Park group to filter their funding through IMBA. Ms. Johnson said that the bike park group's preferred location at this time is at Main St. & Radcliff Dr. She also said that she has attempted contact with the owners of a 1 ½ acre parcel adjacent to Motel 6 and Lila Keiser Park, also a desired location, but has not heard back. Ms. Johnson said that the general consensus among the bike park group's members and other interested parties is to have an actual park as opposed to jumps along a bike path. Ms. Johnson also said that it is the group's desire to have a park that would be easily accessible to kids riding their bikes, making a farmland location undesirable.

Chair Croley recommended that there be a way to separate the different age groups at the park.

Commissioner Sidaris stated that the most logical site would be the parcel adjacent to Lila Keiser and suggested that the owners be sought out to partnership for the park.

MOTION: Commissioner Sidaris moved that staff pursue the property at Main St. and Radcliff Dr., and the parcel owned by Motel 6 adjacent to Lila Keiser Park and to continue working with the Morro Bay Bike Group along with Chair Croley as the representative from the Commission. The motion was seconded by Commissioner Bates and carried. (5-0)

**RESOLUTION NO. 20-13**

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF MORRO BAY  
SUPPORTING THE DEVELOPMENT OF A PUBLIC BIKE PARK  
WITHIN THE CITY LIMITS**

**THE CITY COUNCIL  
City of Morro Bay, California**

**WHEREAS**, the Recreation and Parks Department operated a BMX bike track at 220 Atascadero Road from 2000 to 2005; and

**WHEREAS**, the real property at 220 Atascadero Road was sold to a private party by voluntary sale on April 15, 2005; and

**WHEREAS**, the bike track was subsequently removed by the new owner and replaced with an RV Park; and

**WHEREAS**, the citizens of Morro Bay expressed interest during public comment at the February 26, 2013 City Council meeting to establish a bike park on public land within the city limits of Morro Bay; and

**WHEREAS**, said interested citizens presented available resources to establish and operate a bike park within City limits.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Morro Bay to support the establishment, development, and operation of a bike park on City property for public use.

**PASSED AND ADOPTED** by the City Council of the City of Morro Bay at a regular meeting thereof held this 12<sup>th</sup> day of March, 2013 by the following roll call vote:

**AYES:** Irons, C. Johnson, N. Johnson, Leage, Smukler

**NOES:** None

**ABSENT:** None

**ATTEST:**

  
\_\_\_\_\_  
**JAMIE IRONS, MAYOR**

  
\_\_\_\_\_  
**JAMIE BOUCHER, CITY CLERK**

## *Morro Bay Bike Park*

Morro Bay Bike Park will be a safe and sanctioned place for riders of all ages and skill levels to come ride bikes. We will have several BMX/Pump tracks for riders of all levels to ride. The park will be designed, built and maintained by the "Morro Bay Bike Park" group and it's riders. We are looking for the City of Morro Bay to give us access to a piece of land that we can use for this Bike Park. Upon the permission to use a specific piece of land, the Morro Bay Bike Park group would like to enter into an agreement with the Recreation & Parks Department of the City of Morro Bay for the upkeep and maintenance of the Bike Park.

I have looked at every city owned property with open space to build a Bike Park. On each of those locations I have put a mock up design with pump tracks, berms, jumps and ramps to show the potential of what the Bike Park could look like. Upon approval of a location we will have a design professionally drawn up with the exact dimensions of the park, jumps, ramps, berms and all of its features. We will have designated marked areas for all types of riders as we want to encourage all ages and skill levels to come to the Bike Park.

The first location is the City owned property on Main St adjacent to Radcliff Dr. The local youth have been trying to build a bike park there for several years but due to the fact that it is not a designated site for a Bike Park the jumps get knocked down. With this location the park will be centrally located within the City. It will be clearly visible for spectating and monitoring. There is plenty of dirt already there for immediate construction. Another location could be the City owned property at the Cloisters that was previously looked at for the Dog Park. We do understand that the residents that live within that area would be affected by the Bike Park the most but bicycles do not make much noise. With this location parking and bathroom facilities would not be an issue. We do understand that the rainwater runoff runs through that area to the marsh. We could factor that into the construction and keep a reasonable distance from the run off drains. The third location could be at the Teen Center in the area currently used for mini golf. It is understood that the location currently has plans for a permanent skate park. Again, with this location parking and bathroom facilities would not be a factor. However, that location is specifically designed for teens and we would like the Bike Park to be for all ages. Also, this location would not be optimal for spectating and monitoring.

Within the "Morro Bay Bike Park" group, we will have several people with different purposes carrying out the requirements set forth between the City of Morro Bay and the Morro Bay Bike Park. We will have people advocating for the different skill levels of the riders and their needs, people making sure the maintenance and construction is kept up, people to co-ordinate events, and people keeping up with sponsorship and needed funding.

Currently we have over 200 signatures of interest, 170+ "likes" on our Morro Bay Bike Park facebook page, verbal interest in sponsoring the Bike Park through monetary donations as well as building and maintaining the bike park. We are going to be affiliated

with a local non-profit organization that all funding will go through. Funding will be used for the professional design of the bike park, tools and equipment for building and maintenance, landscaping the area to make it aesthetically pleasing, events to draw people to Morro Bay and any other needs that arise.

We welcome all of your thoughts and ideas in coming to an agreement between The City of Morro Bay and the Morro Bay Bike Park. Please contact me with any questions or concerns.

Bonnie Johnson  
805-550-4672  
Ipolani75@yahoo.com

# Morro Bay Citizens Bike Committee



2961 Sandalwood Avenue  
Morro Bay CA 93442  
(805) 772-0874

*Dedicated to the advocacy and creation of an efficient  
inter-connected network of safe, scenic bikeways and community paths in the Morro Bay area.*

March 7, 2013

City of Morro Bay  
Recreation and Parks Commission  
1001 Kennedy Way  
Morro Bay CA 93442

Dear Mr Woods and Commissioners,

Morro Bay Citizens Bike Committee endorses and supports construction of a BMX/pump track style bike park in Morro Bay. We understand that it will be for all skill levels and ages and that it will be built and maintained by the Morro Bay Bike Park group and its riders under the leadership of Ms Bonnie Johnson.

We believe that this will provide safe and healthy recreational opportunities for Estero Bay young people and that it will also draw riders from many other areas.

Sincerely yours,

A handwritten signature in black ink that reads "Robert Fuller Davis". The signature is written in a cursive, flowing style.

Robert Fuller Davis  
Chair



AGENDA NO: D-2

MEETING DATE: 07/18/2013

## Staff Report

**TO:** Recreation and Parks Commission      **DATE:** 07/12/2013  
**FROM:** Joseph M. Woods, Recreation and Parks Director  
**SUBJECT:** Annual Tour of City Parks

### RECOMMENDATION

Informational item only, no recommendation.

### SUMMARY

Recreation and Parks Commission procedures outline that the Commission schedule a field visit to the parks in the City's Recreation and Parks system. The purpose of this tour is to give the Commissioners first hand knowledge of the parks and the improvements planned or needed at each of the parks.

### DISCUSSION

The 2012 Parks Tour included parks in the Northern part of town and omitted parks in the Embarcadero area. Staff has scheduled the parks omitted last year into this year's Tour (see attached schedule).

We will be reviewing the current status of each park and its respective amenities, as well as future planned developments. Attendees are encouraged to ask questions and make suggestions regarding park operations and development.

Prepared By: JMW

Dept Review: JMW

## ANNUAL RECREATION AND PARKS COMMISSION

### PARKS TOUR

**Location: Veterans Memorial Building  
209 Surf Street**

**DATE: July 18, 2013**

**TIME: 6:00pm**

Recreation and Parks Commission meeting will start at 5:30pm and the Parks Tour will start after the business portion of the meeting. The Tour will leave from the Veterans Memorial Building with the following proposed route:

Front Street Restroom

Coleman

Rock

Anchor

Centennial

Mariner

Tidelands

Morro Cove

Bayshore

Monte Young

City Park

- ❖ Please wear comfortable walking shoes, as we may be getting out of the vehicle and walking within some of the parks.

#### **Other Parks NOT visited:**

Lila Keiser, Teen Center (Skate Park), Del Mar, North Point and Cloisters