



**CITY OF SANTA BARBARA  
PARKS AND RECREATION DEPARTMENT  
PARKS AND RECREATION COMMISSION MINUTES**

**SPECIAL MEETING  
Wednesday, May 13, 2020  
VIA TELECONFERENCE**

**CALL TO ORDER**

Chair Nichol Clark called the meeting to order at 4:00 p.m.

**ROLL CALL**

**Commissioners and Staff Present**

Chair Nichol Clark  
Vice Chair Kathy McGill  
Commissioner Cory Baker  
Commissioner Jacob Lesner-Buxton  
Commissioner Beebe Longstreet  
Commissioner Andria Martinez Cohen  
Commissioner Roger Perry (departed 7:05)  
Parks and Recreation Director Jill Zachary  
Business Manager Nicole Parmelee  
Recreation Manager Rich Hanna  
Parks Manager Matthew Parker  
Urban Forest Superintendent Nathan Slack  
Executive Assistant Rose Nevarez

**GENERAL BUSINESS**

- A. Changes To The Agenda - None
- B. Written Communications - None
- C. Public Comment - None
- D. Commissioner Committee Assignment Reports

Commissioner Longstreet attended and reported on the De la Guerra Plaza Revitalization Design Subcommittee meeting on May 8.

Chair Clark attended the Street Tree Advisory Committee meeting.

- E. Commission And Staff Communications - None

**CEREMONIAL ITEMS:**

**1. Subject: Employee Recognition – Service Award Pins**

Parks and Recreation Director Jill Zachary recognized Kristen Bain, Tree Trimmer II, for 5 years of service and Keven Strasburg, Park Project Technician, for 15 years of service.

**CONSENT ITEMS:**

**2. Subject: Summary of Council Actions – For Information (Attachment)**

The Commission received the report.

**3. Subject: Minutes – For Action (Attachment)**

Recommendation: That the Commission waive the reading and approve the minutes of the Regular Meeting of February 26, 2020.

**Motion:**

**Commissioner McGill / Longstreet to waive the reading and approve the minutes of the Regular Meeting of February 26, 2020.**

**Vote:**

**Unanimous voice vote (7/0)**

**STREET TREE ADVISORY COMMITTEE ITEMS**

Any action of the Parks and Recreation Commission made pursuant to Municipal Code Chapter 15.20, Tree Planting and Maintenance or 15.24, Preservation of Trees, may be appealed to the City Council within ten days, pursuant to provisions of Section 1.30.050 of the Municipal Code.

**4. Subject: Street Tree Advisory Committee Recommendations – For Action (Attachments)**

**Documents:**

- Staff Report dated May 13, 2020
- Staff PowerPoint presented by Staff

**Speakers:**

- Urban Forest Superintendent Nathan Slack
- Cameron Clark (Item 4.B.1)
- Sylvia Acevedo (Item 4.D.1)
- Rachel Fierro via email (Item 4.D.1)
- James Merrick via email (Item 4.D.1)
- Mary Saubestre (Item 4.D.2)

Recommendation: That the Commission:

A. Conditionally approve the following street tree removal request:

1. 200 Block of State St. – (3) *Jacaranda mimosifolia*, Jacaranda, and (3) *Washingtonia robusta*, Mexican Fan Palm – Eric Goodall, City of Santa Barbara PW Engineering

The Commission received the report, their questions were answered, and the following action was taken:

**Motion:**

**Commissioner Longstreet / Perry to concur with the Street Tree Advisory Committee and approve the removals on the condition 6 replacement trees are planted in accordance with the approved landscape plan, the Mexican Fan Palms be transplanted, and that removals not occur until construction begins.**

**Vote:**

**Unanimous voice vote (7/0)**

2. 1020 Chapala St. – *Platanus x hispanica*, London Plane Tree – LMA Architects on behalf of Gowdy Mission

The Commission received the report and the following action was taken:

**Motion:**

**Commissioner Clark / Longstreet to concur with the Street Tree Advisory Committee and approve the removals on the condition a replacement tree be planted in a suitable location.**

**Vote:**

**Unanimous voice vote (7/0)**

3. 301 Mohawk Road – *Metrosideros excelsa*, New Zealand Christmas Tree – Jacob Niksto, Becker Henson Niksto Architects

The Commission received the report and the following action was taken:

**Motion:**

**Commissioner Longstreet / McGill to concur with the Street Tree Advisory Committee and approve the removal on the condition that a new street tree be planted along the parkway.**

**Vote:**

**Unanimous voice vote (7/0)**

B. Deny the following street tree removal requests:

1. 1721 Gillespie St. – *Brachychiton discolor*, Queensland Lacebark – Cameron Clark

The Commission received the report, listened to testimony, their questions were answered, and the following action was taken:

**Motion:**

**Commissioner Clark / Martinez Cohen to concur with the Street Tree Advisory Committee and deny the removal as the tree is in good health and the sidewalk will be repaired.**

**Vote:**

**Majority voice vote (4/3) (Nay: Lesner-Buxton/Longstreet/McGill)**

2. 1618 Grand Ave. – (5) *Stenocarpus sinuatus*, Fire Wheel Tree – Brian J. Dempsey

The Commission received the report, their questions were answered, and the following action was taken:

**Motion:**

**Commissioner Longstreet / McGill to concur with the Street Tree Advisory Committee and deny the removals.**

**Vote:**

**Unanimous voice vote (7/0)**

3. 2526 Oak Crest Dr. – *Eucalyptus polyanthemos*, Silver Dollar Gum – Alicia J. James

The Commission received the report and the following action was taken:

**Motion:**

**Commissioner McGill / Martinez Cohen to concur with the Street Tree Advisory Committee and deny the removal.**

**Vote:**

**Unanimous voice vote (7/0)**

C. Conditionally approve the following setback tree removal requests:

1. 153 Vista De La Cumbre – *Fraxinus uhdei*, Evergreen Ash – Heidi LeVay

The Commission received the report their questions were answered, and the following action was taken:

**Motion:**

**Commissioner Longstreet / Martinez Cohen to concur with the Street Tree Advisory Committee recommendation and approve the removal on the condition the applicant plant three 15-gallon trees that can achieve a minimum height of 40 feet within the front setback, as pursuant to SBMC 15.24.090, principles of good forest management will best be served by the removal and the character of the immediate neighborhood with respect to forestation will not be materially affected.**

**Vote:**

**Unanimous voice vote (7/0)**

2. 3445 – 3449 Richland Dr. – (1) *Juniperus chinensis 'Torulosa,'* Hollywood Juniper, and (3) *Juniper sp.*, Juniper sp. – Richard Mason, Kitson Landscape Management

The Commission received the report and the following action was taken:

**Motion:**

**Commissioner McGill / Longstreet to concur with the Street Tree Advisory Committee recommendation and approve the removals on the condition that a replacement tree that can achieve a minimum height of 25 feet be planted in the front setback of each of the four units.**

**Vote:**

**Majority voice vote (6/0/1) (Abstain: Lesner-Buxton)**

D. Deny the following setback tree removal requests:

1. 2711 Vernon Rd. – *Sequoia sempervirens*, Coast Redwood – Sylvia Acevedo

The Commission received the report, listened to testimony, their questions were answered, and the following action was taken:

**Motion:**

**Commissioner Clark / Longstreet to concur with the Street Tree Advisory Committee recommendation and deny the removal without prejudice, as pursuant to SBMC 15.24.090, no findings for its removal were identified.**

**Vote:**

**Majority voice vote (6/1) (Nay: Lesner-Buxton)**

2. 910 Vincente Way – *Quercus agrifolia*, Coast Live Oak – Mary and Vincent Saubestre

The Commission received the report, listened to testimony, their questions were answered, and the following action was taken:

**Motion:**

**Commissioner Longstreet / Clark to concur with the Street Tree Advisory Committee recommendation and deny the removal, as pursuant to SBMC 15.24.090, no findings for its removal were identified.**

**Vote:**

**Majority voice vote (6/1) (Nay: McGill)**

- E. Approve the following changes to the Master Street Tree Plan:

1. 00 block of Anacapa St. – consider a co-designation – Staff

The Commission received the report and the following action was taken:

**Motion:**

**Commissioner Martinez Cohen / Longstreet to concur with the Street Tree Advisory Committee recommendation and approve Catalina Ironwood as an alternate designation.**

**Vote:**

**Unanimous voice vote (7/0)**

2. 800 block of E. Ortega St. – street tree designation – Staff

The Commission received the report and the following action was taken:

**Motion:**

**Commissioner McGill / Martinez Cohen to concur with the Street Tree Advisory Committee recommendation and approve Cork Oak and Catalina Cherry as co-designations for the 800 block of Ortega.**

**Vote:**

**Majority voice vote (7/0)**

3. 300 – 600 blocks of Laguna St. – consider a co-designation – STAC

The Commission received the report and the following action was taken:

**Motion:**

**Commissioner Longstreet / Perry to concur with the Street Tree Advisory Committee recommendation and approve Chinese Parasol Tree as an alternate designation.**

**Vote:**

**Unanimous voice vote (7/0)**

**ADMINISTRATIVE AND STAFF REPORTS**

**5. Subject: Director's Report – For Information (Attachment)**

Documents:

-Staff Report dated May 13, 2020

Speaker:

-Parks and Recreation Director Jill Zachary

Recommendation: That the Commission receive a presentation on the status of the various Parks and Recreation Department initiatives and activities.

Director Jill Zachary reported on the Department's response to the COVID-19 pandemic restrictions and a wind event in April.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**6. Subject: Parks and Recreation Recommended Fiscal Year 2021 Budget – For Action (Attachments)**

Documents:

-Staff Report dated May 13, 2020  
-Staff PowerPoint presented by Staff

Speakers:

-Parks and Recreation Director Jill Zachary  
-Business Manager Nicole Parmelee

That the Commission receive a presentation of the Recommended Fiscal Year 2021 (FY21) Parks and Recreation Department Budget, including the General Fund, Creeks Fund, Golf Fund, Capital Program, and Fees and Charges Schedule, and provide recommendations regarding expenditure reductions in response to the COVID-19 pandemic.

Parks and Recreation Director Jill Zachary gave an overview of the Department budget, including Funds, staffing, and expenditures and revenue by fund.

Business Manager Nicole Parmelee reported on the original proposed Fiscal Year 2021 General Fund budget developed prior to the COVID-19 pandemic, including key initiatives, cost increases, major budget changes, projected expenses by category and division, projected total revenues and revenues by division, fees and charges, and performance measures. Manager Parmelee then reported on the original proposed FY 2021 Miscellaneous Grants Fund budget.

Parks and Recreation Director Jill Zachary discussed current reduction measures and service level impacts due to the COVID-19 pandemic. Staff have developed proposed changes and how to be responsive as conditions change. Director Zachary reported on the Department's Fiscal Year 2020 General Fund status, including over \$1 million in revenue losses since mid-March.

The Department was tasked with identifying a 5% reduction in the Fiscal Year 2021 operating budget. Director Zachary reported on proposed reductions and their impacts on service levels, and potential additional revenue impacts due to social distancing requirements.

Director Zachary then gave an overview of the proposed General Fund Capital budget, and reported on the status of current projects. She then presented proposed reductions to the current and Fiscal Year 2021 budgets due to COVID-19.

Parks and Recreation Director Jill Zachary gave an overview of the Creeks Fund and reported on the original proposed Fiscal Year 2021 Creeks Fund budget, including projected revenue, operating expenses, expenses by program area, Capital projects, Capital and Grant funding, and performance measures. She then presented impacts to the current Creeks Fund budget and the outlook for Fiscal Year 2021 due to the COVID-19 pandemic.

Business Manager Nicole Parmelee gave an overview of the Golf Fund and reported on the original proposed Fiscal Year 2021 Golf Fund budget, including projected revenue sources, fee changes, expenses by category, reserves, Capital budget, and performance measures. She then presented impacts to the current Golf Fund budget and the outlook for Fiscal Year 2021 due to the COVID-19 pandemic.

Commissioner Longstreet stated she is concerned with impacts due to staff reductions, particularly in the Parks division and for food programs. Parks division staffing levels had not returned to those prior to the large cuts in 2008, and additional cuts will have a significant impact. She believes Recreation programs will be needed even more when restrictions are decreased as families will not have the financial resources to pay for more expensive options.



Chair Clark believes it is critical to keep outdoor spaces open to the public during this situation and is concerned about decreasing maintenance to our parks and open spaces at a time when they might be used, and needed, more than ever.

Commissioner Lesner-Buxton is concerned with cuts to youth services, particularly the internship programs at the Franklin Neighborhood Center and the Youth Council. He is also concerned about the closure of the Davis Center.

Commissioner Longstreet and Vice Chair McGill believe that, though the amount is reasonable, the tree removal application fee increase is large and should be divided over 2 years.

The Commission received the report, their questions were answered, and the following action was taken:

**Motion:**

**Commissioner Longstreet / Martinez Cohen to accept the budget as presented and with considerations for reductions and service impacts due to COVID-19, and recommend approval of the proposed FY21 Golf Fund, Creeks Fund, and General Fund Operating and Capital Budgets, including the proposed Fees and Charges Schedules. The Commission looks to actively work with staff to address issues resulting from the COVID-19 pandemic.**

**Vote:**

**Unanimous voice vote (6/0)**

**ADJOURNMENT**

At 7:21 p.m., with no further business to be addressed by the Commission, the meeting was adjourned.

Respectfully submitted,

Jill E. Zachary  
Parks and Recreation Director