PARKS & RECREATION COMMISSION

David Heitstuman, Chair
Fatima Malik, Vice-Chair
Jag Bains; Julie Murphy; Terri Shettle
Shannon McKinley; Shane Singh; David O'Toole
D-3 vacant; D-8 vacant

COMMISSION STAFF

Christopher C. Conlin, Director
Shannon Brown, Operations Manager
Sheryl Patterson, Senior Deputy City Attorney
Camille Wise, Program Specialist

City of SACRAMENTO

Special Meeting Agenda

Parks & Recreation Commission

915 I Street, 2nd Floor - HCH

Published by the Parks & Recreation Department (916) 808-5172

Wednesday, May 4, 2016
6:00 p.m.

NOTICE TO THE PUBLIC

You are welcomed and encouraged to participate in this meeting. Public comment is taken on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

Notice to Lobbyists: When addressing the legislative bodies you must identify yourself as a lobbyist and announce the client/business/organization you are representing *(City Code 2.15.160).*

Speaker slips are available on the City's Website and from staff, and should be completed and submitted to the Commission Clerk.

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 24 hours prior to the Special meeting. The City posts Agendas at City Hall as well as offsite meeting locations.

The order and estimated time for Agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body.

The Agenda provides a general description and staff Recommendation; however, the legislative bodies may take action other than what is recommended. Full staff reports are available for public review on the City's website and include all attachments and exhibits. "To Be Delivered" and "Supplemental" reports will be published as they are received. Hard copies are available at the Department of Parks & Recreation and all written material received is available at the meeting for public review.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Parks & Recreation Department at (916) 808-5172 at least 48 hours prior to the meeting.

General Conduct for the Public Attending Parks & Recreation Commission Meetings

- Members of the public attending Parks & Recreation Commission meetings shall observe the same rules and decorum applicable to the Members and staff as noted in Chapters 3 and 4 of Council Rules of Procedure.
- Stamping of feet, whistles, yells or shouting, physically threatening conduct, and/or similar demonstrations are unacceptable public behavior and will be prohibited by the Sergeant-at-Arms.
- Lobbyists must identify themselves and the client(s), business or organization they represent before speaking to the Committee·
- Members of the public wishing to provide documents to the Committee shall comply with Rule 7 D of the Council Rules of Procedure.

Members of the Public Addressing the Parks & Recreation Commission

- Purpose of Public Comment. The City provides opportunities for the public to address the Board as a whole in order to listen to the public's opinions regarding non-agendized matters within the subject matter jurisdiction of the City during Regular meetings and regarding items on the Agenda at all other meetings.
  - Public comments should not be addressed to individual Members nor to City officials, but rather to the Parks & Recreation Commission as a whole regarding City business.
  - While the public may speak their opinions on City business, personal attacks on Members and City officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the Committee.
  - Consistent with the Brown Act, the public comment periods on the Agenda are not intended to be "Question and Answer" periods or conversations with the Commitee and City officials. The limited circumstances under which Members may respond to public comments are set out in Rule 8 D 2 of the Council Rules of Procedure.
  - Members of the public with questions concerning Consent Calendar items may contact the staff person on the report prior to the meeting to reduce the need for discussion of Consent Calendar items and to better respond to the public's questions.
- **Speaker Time Limits.** In the interest of facilitating the Committee's conduct of the business of the City, the following time limits apply to members of the public (speakers) who wish to address the Committee during the meeting.
  - **Matters not on the Agenda.** Two (2) minutes per speaker.
  - **Consent Calendar Items**. The Consent Calendar is considered a single item, and speakers are therefore subject to the two (2) minute time limit for the entire Consent Calendar. Consent Calendar items can be pulled at a member's request. Such pulled Consent Calendar items will be considered individually and up to two (2) minutes of public comment per speaker on those items will be permitted.
  - **Discussion Calendar Items.** Two (2) minutes per speaker.

  Time Limits per Meeting In addition to the above time limits per item, the total amount of time any one individual may address the Committee at any meeting is eight (8) minutes.

- Each speaker shall limit his/her remarks to the specified time allotment.
- The Presiding Officer shall consistently utilize the timing system which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear and will flash red at the end of the allotted time.
- In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group but with no increase in time.
- Speakers shall not concede any part of their allotted time to another speaker.

  The Presiding Officer may further limit the time allotted for public comments per speaker or in total for the orderly conduct of the meeting and such limits shall be fairly applied

SPECIAL MEETING AGENDA

Wednesday, May 4, 2016

6:00 p.m.

Historic City Hall Meeting Room, 915 I Street, Sacramento, CA 95814

Open Session – 6:00 p.m.

Roll Call

Public Comments-Matters Not on the Agenda (2 minutes per speaker)

Consent Calendar **Estimated Time: 5 minutes**

All items listed under the Consent Calendar are considered and acted upon by one Motion. Anyone may request an item be removed for separate consideration.

1. **Parks and Recreation Commission Meeting Minutes**
   Location: Citywide
   Recommendation: Approve Commission minutes for April 7, 2016
   Contact: Camille Wise, Program Specialist, 808-8830

Discussion Calendar **Estimated Time: 10 Minutes**

Discussion Calendar items include an oral presentation including those recommending "receive and file".

2. **Parks and Recreation Commission's Annual Budget Workshop**
   Location: Citywide
   Recommendation: Review and Comment
   Contact Persons: Josette Reina, Support Services Manager, 808-1956 Gary Hyden, Park Planning and Development Manager, 808-1949

3. **Parks and Recreation Director Report (Oral): Review Highlights for April**
   Location: Historic City Hall Hearing Room
   Recommendation: Review and Comment
   Contact: Christopher C. Conlin, Director, 808-8526

Member Comments-Ideas, Questions and Meeting/Conference Reports

Adjournment

City of SACRAMENTO
Parks and Recreation

Meeting Minutes of the Parks and Recreation Commission AGENDA

Thursday, April 7, 2016

Historic City Hall Meeting Room, 915 I Street, Sacramento, CA 95814

Call to Order – 6:30 p.m. Roll Call / Commissioner Introduction

Commissioner Assagai called the meeting to order at 6:35 pm. All Commissioners were in attendance except Commissioner McKinley who arrived at 6:49 pm and Commissioner Bains was absent.

Public Comments- Matters Not on the Agenda

1. Mykyta Safronenko asked the Commission for assistance in navigating City departments to find a location to host a Ukrainian Fair in Sacramento in August 2016. Shannon Brown, Operations Manager, offered to assist Mr. Safronenka.

Public Hearings

2. **None**

Special Oral Presentation

3. **None**

Consent Calendar

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request that an item be removed for separate consideration.

4. **Parks and Recreation Commission Meeting Minutes**
   Location: Citywide
   Recommendation: Approve Commission minutes for March 3, 2016
   Contact: Camille Wise, Program Specialist, 808-8830
   Action: Moved, seconded and carried to approve the consent calendar. (Malik/ Singh. Ayes: Assagai, Heitstuman, Lenzi, Malik, Murphy, O'Toole, Shettle. Absent: Bains, McKinley).

Discussion/Action Reports

Discussion/Action reports include oral presentations including those recommending review and comment

5. **Special May Meeting Date of Wednesday, May 4 at 6 pm (Oral)**
   Location: Historic City Hall Hearing Room
   Recommendation: Approved Proposed Action
   Contact: Camille Wise, Program Specialist, 808-8830
   Action: Moved, seconded, and carried to move the May meeting to May 4, 2016 (O'Toole/Malik. Ayes: Assagai, Heitstuman, Lenzi, Malik, Murphy, O'Toole, Shettle. Absent: Bains)

6. **Nominations for Chair and Vice Chair (Oral)**
   Location: Historic City Hall Hearing Room
   Recommendation: Nominate Chair and Vice Chair to Take Office in May
   Contact: Camille Wise, Program Specialist, 808-8830
   Commissioner Assagai nominated Commissioner Heitstuman to serve as chair. Commissioner Heitstuman accepted the nomination. Motion passed unanimously (Absent: Bains). Commissioner Assagai nominated Commissioner Malik to serve as vice chair. Commissioner Malik accepted the nomination. Motion passed unanimously (Absent: Bains).

7. **Teen Services Youth Employment (Oral)**
   Location: Citywide
   Recommendation: Review and Comment,
   Contact: Kim Mohler, Recreation Superintendent, 808-8378
   Kim Mohler made a presentation on the Landscape and Learning (L&L) Program that employs youth ages 14-17 to do maintenance and beautification work in City parks. Past L&L participant Malik Rashid shared the value of his experience with youth employment programs, and described the various benefits he has reaped by participating in the Workforce Innovation and Opportunity Act (WIOA) Program that serves teens and young adults. Commissioner Malik would like demographic and statistical information on youth applicants and participants to assess need for program expansion.

8. **Proposed Capital Improvement Project**
   Location: Citywide
   Recommendation: Review and Comment
   Contact: Gary Hyden, Park Planning and Development Manager, 808-1949
   Gary Hyden described the proposed Park Capital Improvement Program (CIP) for Fiscal Year 2016/17 that consists of 18 projects totaling $3,350,700. The primary focus of this years' CIP is the renovation of existing parks, and the preparation of three master plan amendments for existing parks. Funding sources for CIP projects includes Park Development Impact Fee (PIF), Quimby

In Lieu Funds, Land Park Trust Fund, Measure U, State and Federal grants, competitive or block grants, and private foundation grants or gifts.

9. **Park Plaza Closure in Exchange for Vacant Fire Department Land Adjacent to Barandas Park**
   Location: 1640 West El Camino Avenue, Council District 3; and Northwest corner of Grasslands Drive and West El Camino Avenue, Council District 4; both sites are within the South Natomas Community Plan Area
   Recommendation: Support closure of Park Plaza
   Contact: Mary de Beauvieres, Principal Planner, 808-8722
   Mary de Beauvieres made a presentation on the proposed closure of Park Plaza based on safety, lack of visibility, and increased inappropriate use of the park. The department had been researching how to address these issues. The Fire Department desires to acquire Park Plaza by a land exchange of property next to Barandas Park and funding the improvements. Some Commissioners voiced concerns about the loss of a park in the current neighborhood where Plaza Park is located, and wanted the expansion of Barandas Park through the transfer to be completed as soon as possible. The Commission requested a report back at the next meeting on the outreach effort that occurred to notify the residents near Park Plaza about the proposed closure.
   Action: Moved, seconded and carried to support closing Plaza Park and the land exchange and funding to expand Barandas Park. (Singh/Heitstuman.
   Ayes: Assagai, Heitstuman, McKinley, O'Toole, Singh, Murphy, Shettle. Nay: Malik).

10. **Parks and Recreation Director Report (Oral): Review Highlights for March**
    Recommendation: Review and Comment
    Contact: Christopher C. Conlin, Director, 808-8526
    Director Chris Conlin made a report on updates for the department including the appointment of a new Parks and Recreation Commissioner, Measure U funds, the City Cemetery, and addition of Park Rangers.

    A new Commissioner has been appointed to the vacant District 1 seat. Commissioner Jag Bains had not yet been sworn in so he will attend the next meeting. Measure U appropriation for this year is $13M to support operational and capital improvement projects. Measure U Funds have greatly enhanced and expanded programs and services, and increased staffing resulting in better and more recreational opportunities for our community.

    The City Cemetery is designated as a historic site, thus there are specific guidelines for upkeep of the gardens to adhere to the master plan. There are user groups who have not adhered to the guidelines. The Department is in contact with these groups to ensure that vegetation and plantings are consistent

with these guidelines. The irrigation system is outdated and substandard, and significant and sensitive planning is underway to address the needed improvements.

Based on a recent appropriation, the Department's Park Ranger staff will soon increase by 3 FTE, including a supervisory Ranger, but there is still a need for even more rangers to ensure the safety of park users given our vast system.

Questions, Ideas, and Announcements of Commission Members

Commissioner Singh requested that Department staff consider researching and installing interpretive signage for walking trails in Old Sacramento.

Adjournment

Commissioner Assagai adjourned the meeting at 8 pm.

Respectfully submitted:

Camille Wise

Camille Wise, Resource Development Specialist
Department of Parks and Recreation

Approved by:

Caliph Assagai, Chairperson
Parks and Recreation Commission

City of SACRAMENTO
Parks and Recreation

April 14, 2016

Parks and Recreation Commission
Sacramento, California

Honorable Members in Session:

SUBJECT: Parks and Recreation Commission's Annual Budget Workshop

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION: Staff recommends the Parks and Recreation Commission discuss proposed Fiscal Year 2016/17 operating and capital improvement budgets and proposed fee changes and take action if desired.

CONTACT PERSONS: Josette Reina, Support Services Manager, 808-1956
Gary Hyden, Park Planning and Development Manager, 808-1949

FOR COMMISSION MEETING: May 4, 2016

SUMMARY

Proposed FY 2016/17 Operating and Capital Budgets

The City of Sacramento's fiscal year is July 1st through June 30th. Per City ordinance, the Parks and Recreation Commission is to conduct an annual workshop to review the Department of Parks and Recreation's proposed operating and capital improvement budgets for the upcoming fiscal year. The City Manager releases proposed budgets by May 1st. Sections pertinent to Parks and Recreation will be forwarded to the Commission upon release.

The City Council will conduct budget hearings throughout May and June. Currently, proposed fee changes and the citywide capital improvement program, along with Measure U recommendations are to be heard by Council on May 10th. Further discussion on Parks and Recreation, 4thR and START programs, is to be conducted on Tuesday, May 17th. The Commission is welcome to attend these hearings.

Department of Parks and Recreation
Director's Office
915 I Street, 3rd Floor
Sacramento, CA 95814
(916) 808-8526

Proposed Fee Changes

Children's Services: Currently the City of Sacramento's fee for Summer Oasis (an 8-week/ 4-days per week/4 hours each morning recreational children's program) is $100 for the entire summer. In order to offset the program costs to at least 50% cost recovery, with Measure U providing the remaining funding needed, staff proposed to increase the fee and change the structure of the program. This year, Summer Oasis will offer two sessions at $75 per session. By offering two sessions at a lesser cost, families will have greater options in choosing dates that work best for their schedules at a reduced cost per session.

Community Center Room Rentals: Staff is requesting to increase room rental fees at the following Community Centers as listed in Attachment A. On May 18, 2010, the City Council approved a range for Community Center Room Rental Fees to be set between $30 - $200. Due to the downturn in the economy, Parks and Recreation has not increased the room rental rates at Community Centers since July 2010. With the economy improving, the Department is requesting to increase the rates to what the rates would have been if they had been raised annually by the Consumer Price Index (CPI); an average of 2.5% per year over the last 6 years. With this increase, rental rates will still be far below the maximum amount authorized by City Council.

Measure U

Parks and Recreation continues to rely heavily on Measure U funding for 135 full-time employees and numerous program restorations. These staff positions assist in bringing staff levels back to the pre-recession service levels, as well as some expansion of services. As an example, budget increases have allowed Park Safety staffing to increase by two-thirds. This enables the Department to increase our presence in parks, homeless detail, and event safety.

In addition to operating costs, Measure U also funds several capital areas including city-wide pool repairs, aquatic and park assessment studies, deferred maintenance in parks, community centers, and sports complexes. For FY17, Measure U funding adds $4.5 million to the Capital Improvement Program (CIP) budget to address critical repairs and improvements in the City's recreation facilities ($4.2 million for structural repairs and $0.3 million for pool repairs).

To support the increasing demand of capital projects, Parks Planning and Development Services has requested an Accounting Technician position. Staff made a detailed presentation on the FY17 capital budget at the Parks and Recreation Commission's April meeting; further information on the department's capital improvement projects can be found in the city's CIP section of the FY17 budget.

Respectfully submitted,

Josette Reina, Support Services Manager

ATTACHMENT A

Proposed Community Center Room Rental Rates for FY 2016/17

Community Center Name	Room Name	Current Fee	Requested Fee	% Increase
Samuel & Bonnie Pannell Community Center	Multi-Purpose Room	$100.00	$115.00	15%
George Sim Community Center	Event Center	$100.00	$115.00	15%
Oak Park Community Center	Multi-Purpose Room	$100.00	$115.00	15%
	Rooms A & B	$75.00	$90.00	20%
Coloma Community Center	Auditorium	$100.00	$115.00	15%
Joe Mims, Jr. Hagginwood Community Center	Multi-Purpose Room	$75.00	$90.00	20%
Evelyn Moore Community Center	Main Room	$75.00	$90.00	20%
Ethel Hart Community Center	Redwood Room East and West (combo)	$75.00	$90.00	20%
Belle Cooledge Community Center	McClatchy/Crocker (combo)	$75.00	$90.00	20%