



# Agenda City of Sacramento Parks and Recreation Commission

## COMMISSION MEMBERS

George Azar  
Jonathan Rewers  
Jeff Harris

Cindy Cooke  
Malachi Smith  
Dave Tamayo

Araceli Mercado  
Virginia Guadiana  
David Heitstuman

Jay Hansen  
Brandon Beaver

## CITY STAFF:

*Jim Combs, Director of Parks and Recreation  
Lori Harder, Support Services Manager*

**Historic City Hall Hearing Room  
915 I Street  
June 2, 2011 – 7:00 P.M.**

*The Parks and Recreation Commission is a commission of the City Council that provides recommendations and advise on policies, projects and other matters pertaining to parks, recreation, trees, and human services affecting the City of Sacramento.*

## **NOTICE TO THE PUBLIC**

You are welcomed and encouraged to participate in this meeting. Public comment is taken ( [REDACTED] ) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the end of the meeting 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 Commission you must identify yourself as a lobbyist and announce the client/business/organization you are representing (City Code 2.15.160). **Speaker slips are located in the lobby of the hearing room and should be completed and submitted to the Commission Secretary.**

*Government Code 54950 (The Brown Act)* requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations.

The order of agenda items is for reference only; agenda items may be taken in any order deemed appropriate by the Commission. The agenda provides a general description and staff recommendations; however, the Commission may take action other than what is recommended. The agenda is available for public review on the [REDACTED] prior to the meeting. Hard copies of the agenda, minutes, and staff reports are available from the Parks and Recreation Department at 915 I Street, New City Hall, 5<sup>th</sup> Floor (25 cents per page). Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Parks and Recreation Department at (916) 808-5200 at least 48 hours prior to the meeting.

# AGENDA

June 2, 2011

*Historic City Hall Meeting Room  
915 I Street*

All items listed are heard and acted upon by the Parks and Recreation Commission unless otherwise noted.

## **Call to Order – 7:00 p.m.**

**Roll Call / Commissioner Introduction**

## **Public Comments- Matters Not on the Agenda**

1. To be announced

## **Public Hearings**

2. None

## **Special Oral Presentation**

3. Overview of Neighborhood Services and Special Events

**Contact:** Vincene Jones, Manager, 808-5072

## **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 meeting minutes for May 5, 2011

**Contact:** Lori Harder, Support Services Manager, 808-5172

## **Discussion/Action Reports**

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

5. Draft Guidelines for Allowing Commercial Sports Leagues to Reserve City Play Fields

**Location:** Citywide

**Recommendation:** Review and Comment

**Contact:** Teresa Jackson, Recreation Supervisor

6. **Oral Update on Status of the Department of Parks and Recreation's Proposed Fiscal Year 2011/12 Operating Budget**

**Location:** Citywide

**Recommendation:** Review and Comment

**Contact:** Jim Combs, Director, 808-8526

7. **Opportunities for the Parks and Recreation Commission to Sponsor or Support Parks and Recreation Projects and/or Programs (continued from May 5, 2011 meeting)**

**Location:** Citywide

**Recommendation:** Review and Comment

**Contact:** Jim Combs, Director, 808-8526

8. **Parks and Recreation Director Report (Oral): Review Highlights of April and May, 2011**

**Location:** Citywide

**Recommendation:** Review and comment

**Contact:** Jim Combs, Parks and Recreation Director, 808-8526

**Questions, Ideas, and Announcements of Commission Members**

**Adjournment**



Parks and Recreation Commission  
June 2, 2011

# Meeting Minutes City of Sacramento Parks and Recreation Commission

AGENDA ITEM 4

## COMMISSION MEMBERS

George Azar  
Jonathan Rewers  
Jeff Harris

Cindy Cooke  
Malachi Smith  
Dave Tamayo

Araceli Mercado  
Virginia Guadiana  
David Heitstuman

Jay Hansen  
Brandon Beaver

## CITY STAFF:

*Jim Combs, Director of Parks and Recreation  
Lori Harder, Support Services Manager*

**May 5, 2011**

***Historic City Hall Meeting Room  
915 I Street***

All items listed are heard and acted upon by the Parks and Recreation Commission unless otherwise noted.

### Call to Order – 7:00 p.m.

A regular meeting of the Parks and Recreation Commission was called to order by Chair Rewers at 7:07 p.m. Commissioner Guadiana was absent. Commissioner Tamayo arrived at 7:40 p.m.

### Public Comments- Matters Not on the Agenda

1. To be announced

### 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 April 7, 2011

**Contact:** Lori Harder, Support Services Manager, 808-5172

**Action:** Moved, seconded and carried to approve as mailed. (Cooke/Azar: Ayes: Azar, Rewers, Harris, Cooke, Smith, Beaver, Mercado; Abstain: Heitstuman; Absent: Hansen, Tamayo, Guadiana)

**5. Naming of Redding Avenue Park Site to "Mae Fong Park"**

**Location:** Council District 6

**Recommendation:** Support Staff Recommendation to Name the Redding Avenue Park Site to Mae Fong Park

**Contact:** Tim Hopper, Administrative Officer, 808-8173; J.P. Tindell, Park Planning & Development Manager, 808-1955

**Action:** Moved, seconded and carried to support naming the Redding Avenue Park Site to Mae Fong Park. (Cooke/Azar: Ayes: Azar, Rewers, Harris, Cooke, Smith, Beaver, Mercado, Heitstuman; Absent: Hansen, Tamayo, Guadiana)

**6. Parks and Recreation Capital Grants Review, 2009 – Present**

**Location:** Citywide

**Recommendation:** Receive and File

**Contact:** Lori Harder, Support Services Manager, 808-5172

**Action:** Received and filed.

**Discussion/Action Reports**

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

**7. Sacramento County Regional Parks and Open Space Funding Initiative from the Grassroots Working Group – Survey Results**

**Location:** Sacramento County

**Recommendation:** Hear Presentation; Review and Comment

**Contact:** Lori Harder, Administrative Manager, 808-5172

Mr. Bill Davis, Volunteer Chair of the "Grassroots Working Group", reviewed the group's April 13, 2011 report including public survey results, recommendations, public outreach, governance structure, need for enabling legislation and overall project schedule. Commissioners discussed County and State processes to further recommendations, process, policy and governance considerations, and potential benefits to City residents.

**Action:** Moved, seconded and carried to recommend the City Council express its support to the County of Supervisors to pursue enabling legislation to establish an independent regional park and open space district.

(Tamayo/Heitstuman: Ayes: Hansen, Azar, Cooke, Rewers, Harris, Smith, Tamayo, Mercado, Beaver, Heitstuman; Absent: Guadiana)

**8. Review of Northwest Land Park Proposed Development Project**

**Location:** Council District 4

**Recommendation:** Review and Comment

**Contact:** Mary de Beauvieres, Principal Planner, 808-8722; J.P. Tindell, Park Planning and Development Services Manager, 808-1955

Mary de Beauvieres, Principal Planner, introduced the item and representatives for the project. Project maps, densities, development timelines, Quimby and park and trail considerations were reviewed. Commissioner Cooke commented on the planning process, the park and recreation needs of future residents, and how they may be addressed at nearby school parks and community parks. Commissioner Smith voiced consideration for the needs and demographics of the surrounding neighborhoods and school.

**Action:** Moved, seconded and carried to recommend that future Quimby fees associated with this project be invested in park or school park facilities, or for the purchase of a park or school park space, within a two mile radius of the project, and to coordinate master planning with the school district.

(Rewers/Heitstuman: Ayes: Hansen, Azar, Cooke, Rewers, Harris, Smith, Tamayo, Mercado, Beaver, Heitstuman; Absent: Guadiana)

**9. City of Sacramento Department of Parks and Recreation Volunteer Program Update**

**Location:** Citywide

**Recommendation:** Review and Comment

**Contact:** Shannon Brown, Park Maintenance Manager, 808-4070; Dave Mitchell, Operations Manager, 808-6076

Shannon Brown, Park Maintenance Manager, and Julie Meir, Parks and Recreation Volunteer Coordinator, reviewed the report. Commissioner Hansen recommended the City work to resolve issues in maximizing volunteer activities when there are risk management concerns. Commissioners and staff discussed the positive, energizing effects of volunteering in parks, the need for volunteers to be as self-sufficient as possible, and the need for donations, additional tools and equipment to loan to volunteer groups.

**10. Landscape and Lighting Assessment for Park Maintenance – Update on Engineering Study, Process and Public Input**

**Recommendation:** Review and Discuss

**Contact:** Jim Combs, Director, 808-8526

Director Jim Combs updated the Commission on the status of the project. Chair Rewers emphasized the need to be prepared for questions from the media and the community.

**11. Special Event Ordinance Review Committee**

**Location:** Citywide

**Recommendation:** Review and Comment

**Contact:** Teresa Jackson, Recreation Supervisor, 808-3818; Vincene Jones, Neighborhood Services and Special Events Manager, 808-5072

Teresa Jackson, Recreation Supervisor, reviewed the item. Commissioner Heitstuman, Special Event Ordinance Review Committee Chair, stated that several elements have been addressed thoroughly, many questions have been raised, and good consensus has been reached on various aspects of events. The committee will continue it's work and return to the Commission for input prior to any review by the City Council.

**12. Parks and Recreation Commission's Annual Budget Workshop**

**Location:** Citywide

**Recommendation:** Staff recommends the Parks and Recreation Commission review and discuss proposed operating and capital improvement budgets and take action if desired

**Contact:** J.P. Tindell, Park Planning and Development Manager, 808-1955; Lori Harder, Support Services Manager, 808- 5172

Lori Harder and J.P. Tindell presented the proposed budgets. Commissioners discussed and arrived at the following actions.

**Action:** Moved, seconded and carried the Parks and Recreation Commission does not support the Fiscal Year 2011/12 proposed budget for the Department of Parks and Recreation Heitstu .

(Rewers/Heitstuman: Ayes: Hansen, Heitstuman, Azar, Harris, Cooke, Rewers, Smith, Tamayo, Mercado, Beaver; Absent: Guadiana)

**Action:** Moved, seconded and carried that the Parks and Recreation Commission and recommends an alternative plan to help sustain core service levels in aquatics, community centers, and older adult services. The plan redirects City general funds related to the park system to provide a one to two year bridge pending the outcome of a potential property assessment benefitting parks, as follows:

- 1) 50% of celltower lease revenues, and 100% of lease revenues from Business 80 billboards currently benefitting the development of Sutter's Landing Regional Park (Phase II improvements have recently been completed), for a two year period to restore aquatics, community centers and the Hart Senior Center to current, Fiscal Year 2010/11 levels;
- 2) If labor savings from union concessions are achieved in Fiscal Year 2011/12, redirect savings to aquatics for Summer 2012 operations, including wading pools;
- 3) Redirect \$100,000 in City deferred maintenance funds to park maintenance operations for Fiscal Year 2011/12, and
- 4) Reallocate general funds for maintenance of William Land Park to restore aquatics and community centers, and replace the program the Land Park Trust fund balance for maintenance services in William Land Park until the fund balance is exhausted.

The Parks and Recreation Commission Chair is to forward the recommended plan to the Mayor and City Council for consideration at the Fiscal Year 2011/12 budget hearing for the Department of Parks and Recreation on May 12, 2011.

(Rewers/Harris: Ayes: Hansen, Heitstuman, Azar, Harris, Cooke, Rewers, Smith, Tamayo, Mercado, Beaver; Absent: Guadiana)

**13. Opportunities for the Parks and Recreation Commission to Sponsor or Support Parks and Recreation Projects and/or Programs**

**Location:** Citywide

**Recommendation:** Review and Comment

**Contact:** Jim Combs, Director, 808-8526

**Action:** Moved, seconded and carried to continue to the next regular meeting of the Parks and Recreation Commission. (Rewers/Cooke: Ayes: Azar, Rewers, Harris, Cooke, Smith, Beaver, Mercado, Heitstuman; Absent: Hansen, Tamayo, Guadiana)

**14. Parks and Recreation Director Report (Oral): Review Highlights of April and May, 2011**

**Location:** Citywide

**Recommendation:** Review and comment

**Contact:** Jim Combs, Parks and Recreation Director, 808-8526

Report will be made at the next regular meeting.

**Questions, Ideas, and Announcements of Commission Members**

None.

**Adjournment**

The meeting adjourned at 10:30 p.m.

Respectfully submitted,

Lori Harder, Support Services Manager  
Department of Parks and Recreation

Approved by:

Jonathan Rewers, Chair  
Parks and Recreation Commission



Parks and Recreation Commission  
June 2, 2011

AGENDA ITEM 5

DEPARTMENT OF PARKS AND  
RECREATION

CITY OF SACRAMENTO  
CALIFORNIA

915 I STREET, 5<sup>th</sup> Floor  
SACRAMENTO, CA  
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May 25, 2011

Parks and Recreation Commission  
Sacramento, California

Honorable Members in Session:

**SUBJECT: Draft Guidelines for Allowing Commercial Sports Leagues to Reserve  
City Sports Fields**

**LOCATION AND COUNCIL DISTRICT:** Citywide

**RECOMMENDATION:** Review and Discuss

**CONTACT PERSON:** Teresa Jackson, General Recreation Supervisor, 808-3818

**FOR COMMISSION MEETING OF:** June 2, 2011

**SUMMARY:**

A commercial sports league organization requested the Department of Parks and Recreation make a policy change, allowing for such groups to reserve City sports fields. This report provides information on this topic as specified in City Code, which requires the Director have guidelines in place for this type of use. The Department of Parks and Recreation supports this policy change, and is seeking input from the Parks and Recreation Commission on guidelines. Non profit groups would continue to receive priority in scheduling, and a separate fee structure would be developed and implemented for commercial, for-profit users.

**BACKGROUND INFORMATION:**

The Department of Parks and Recreation offers more than 100 athletic fields for a wide variety of uses including: lacrosse, rugby, tennis, baseball, softball, soccer, football, ultimate Frisbee, kickball, and additional sports.

Elk Grove, Galt, Roseville, Stockton, and West Sacramento allow for commercial organizations to use sports fields. For the City of Sacramento, all commercial activity in any park is prohibited, except by a nonprofit organization pursuant to a fundraising permit per City Code

12.72.060. As such, the Department of Parks and Recreation does not allow for commercial use of athletic fields. Permits are only issued to nonprofit 501(c)(3) organizations.

City Code 12.72.070 allows the Director of Parks and Recreation to authorize commercial activities if the activity enhances the park and does not detour from ordinary park use. The code further states that when allowing for commercial use, specific guidelines must be in place.

In reviewing this section of City Code, the City Attorney's Office recommends the Department treat leagues formed by a commercial athletic organization similar to those formed by nonprofit groups, in that they are special athletic programs. Guidelines need to be developed and are to include the following key points:

1. Define the type and extent of commercial activities to be authorized, so that they do not detract from the use of the park for ordinary park purposes.
2. Restrict uses that would have the potential impact on the park and surrounding neighborhood (parking and noise).
3. Establish procedures for selection among competing interests, if more than one commercial business is interested.
4. Consider how much the public may be charged by the commercial organization to play in the league. The amount can be limited by Parks and Recreation.

#### **Current Field Permit Types/Process:**

The Park Permit office currently has guidelines, protocols and mechanisms in place to process Athletic Field Applications. Approximately 5,000 bookings for athletic fields are processed annually.

##### ***Athletic Field Permits:***

Athletic Field Permits are designed for the occasional or drop in sports field user. Reservations are taken monthly and may be submitted five business days before the first of the month.

##### ***Long Term Permits:***

Long Term Athletic Field Permits are issued for year round youth play and adult games or tournaments. Applications for Long Term Athletic Field Use are accepted annually. Applications are due the second Friday of September for athletic field use during the following calendar year. Organizations that submit their application by the due date are given field priority.

Following the application deadline Park Reservation staff reviews all field requests and divide the fields as fairly as possible. Consideration is in the following order:

- 1) City sponsored sports programs
- 2) Primary Use Agreement holders
- 3) National and Regional youth or adult sports tournaments
- 4) Youth tryouts, youth games, youth practice
- 5) Adult games

Reservations for adult practice times are not available through the Long Term Field application process.

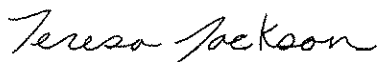
**Draft Guidelines and Process for Athletic Field Use  
by Commercial / For Profit Sports Groups**

The overarching goal is to maintain current priority booking procedures, but to integrate commercial use into the process.

- A. The draft guidelines are for commercial sports league activities only.
- B. Potential negative impacts on the park and surrounding neighborhood (parking and noise) will follow the same assessment criteria as current processes.
- C. The order of consideration for field use will be amended as follows:
  - 1. City Programs
  - 2. Primary Use Agreement Holders
  - 3. National and Regional youth or adult tournaments (non-profit)
  - 4. Youth tryouts, Youth games, Youth practice (non-profit)
  - 5. National and Regional youth or adult tournaments (commercial)
  - 6. Youth tryouts, Youth games, Youth practice (commercial)
  - 7. Adult games (non-profit)
  - 8. Adult games (commercial)
- D. Permits for adult practice times, whether non-profit or commercial, will be taken monthly through the Athletic Field Permit process on a first come, first serve basis.
- E. Should multiple commercial businesses express interest in the same field, dates and times, staff will follow the same resolution approach as current processes.
- F. No limits will be placed on what the public may be charged by the commercial organization to play in the league. Consistent with current practices, this is not a requirement for special events in the park system. Commercial entities would focus on what the market will bare.
- G. Commercial youth sports groups would be charged double the nonprofit rate. Commercial adult sports groups would be compatible or slightly higher than nonprofit rates.

Input on these draft guidelines by the Parks and Recreation Commission is appreciated.

Respectfully Submitted:



Teresa Jackson, General Recreation Supervisor



Parks and Recreation Commission  
June 2, 2011

AGENDA ITEM 7

DEPARTMENT OF PARKS  
AND RECREATION

CITY OF SACRAMENTO  
CALIFORNIA

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916-264-5200  
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April 27, 2011

Parks and Recreation Commission  
Sacramento, California

Honorable Members in Session:

**SUBJECT: Opportunities for the Parks and Recreation Commission to Sponsor or Support Park and Recreation Projects and/or Programs**

**LOCATION AND COUNCIL DISTRICT:** Citywide

**RECOMMENDATION:** Review and Comment

**CONTACT PERSON:** Lori Harder, Support Services Manager, 808-5172

**FOR COMMISSION MEETING OF:** June 2, 2011

In December 2010, commissioners and staff discussed key agenda items and activities for 2011. An item of discussion was identifying opportunities where commissioners could be more involved in assisting the Department and the Council in park and recreation projects and/or projects, either individually or collectively, including helping at events, and/or securing volunteers, sponsors or partners in a needed project. Or, as a team building effort, the commission could also engage in a project together.

To further the discussion, following is a summarized list of opportunities for the Commission's consideration. With Commission input, staff can further items of interest and identify more specific opportunities, either citywide or other criteria, and how the commission can help.

**Park and Off Street Trail System:**

- 1) Help replace broken equipment and fiber in playgrounds. Staff can prioritize a list of most heavily used parks, or other criteria.
- 2) Equipment for park and bikeway clean up and maintenance events, such as hand tools, gloves, additional equipment trailer. And/or participate in a clean up effort.

- 3) Community garden development and/or renovation.
- 4) McKinley Park Rose Garden Renovation (citizen giving opportunities to be determined by June 2011)

**Recreation Programming/Events:**

- 5) Access Leisure Sports and other Events
- 6) Youth/Teen – annual opportunity to match City employee charitable giving for youth programs
- 7) Older Adults
- 8) Special Events in Parks

The Commission's consideration is very much appreciated.

Respectfully submitted,



Lori Harder, Support Services Manager