

PARKS & RECREATION COMMISSION

Jag Bains, District 1
Fatima Malik, District 2 (Vice Chair)
David Guerrero, District 3
Julie Murphy, District 4
Vacant, District 5
Vacant, District 6
Shane Singh, District 7
Chinua Rhodes, District 8
David Heitstuman, At Large (Chair)
David O'Toole, At Large
Vacant, Mayoral

COMMISSION STAFF

Christopher C. Conlin, Director
Shannon Brown, Operations Manager
Ilee Muller, Administrative Analyst
Sheryl Patterson, Senior Deputy City Attorney

**Agenda
Parks & Recreation
Commission**

915 I Street, Council Chambers - NCH

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

Thursday, February 2, 2017

6:30 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 Committee 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

AGENDA

Thursday, February 2, 2017

6:30 p.m.

Council Chambers, 915 I Street, Sacramento, CA 95814

Open Session – 6:30 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 January 11, 2017

Contact: Ilee Muller, Administrative Analyst, (916) 808-1022, Fiscal and Management Services

Discussion Calendar **Estimated Time: 75 Minutes**

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

2. Nomination and Selection of Chair Report

Location: Citywide

Recommendation: Nomination and Election of Chairperson to Serve through December 2017

Contact: Josette Reina, Support Services Manager, (916) 808-1956, Fiscal and Management Services

3. Nomination and Selection of Vice Chair Report

Location: Citywide

Recommendation: Nomination and Election of Vice Chairperson to Serve through December 2017

Contact: Josette Reina, Support Services Manager, (916) 808-1956, Fiscal and Management Services

4. Drought Report (Oral)

Location: Citywide

Recommendation: Review and Comment

Contact: Eugene Loew, Parks Manager, (916) 808-4070; Kyle Raphael, Parks Superintendent, (916) 808-1396, Park Operations

5. Overview of Park Ranger Program (Oral)

Location: Citywide

Recommendation: Review and Comment

Contact: Robert Conroy, Park Safety Ranger, (916) 808-3815, Park Safety Services

6. Parks and Recreation Director Report (Oral): Review Highlights for January

Location: Citywide

Recommendation: Review and Comment

Contact: Christopher C. Conlin, Director, (916) 808-8526, Fiscal and Management Services

Member Comments-Ideas, Questions and Meeting/Conference Reports

Adjournment



**Meeting Minutes of the
Parks and Recreation Commission**

Wednesday, January 11, 2017

6:30 p.m.

City Hall – 915 I Street – First Floor Council Chamber

Open Session – 6:30 p.m.

Roll Call

The meeting was called to order by Chair Heitstuman at 6:31 p.m.

Present: Commissioners Bains, Guerrero, Malik, Murphy, Rhodes, Singh, O'Toole, and Chair Heitstuman

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

None

Public Hearings

None

Consent Calendar

1. Parks and Recreation Commission Meeting Minutes

Location: Citywide

Recommendation: Approve Commission minutes for December 1, 2016

Contact: Ilee Muller, Administrative Analyst, 808-1022

Action: Motion to approve the Consent Calendar.
Moved, seconded (Rhodes/O'Toole) and carried 8-0

Discussion Calendar

2. Election of Chairperson (Oral)

Location: Citywide

Recommendation: Nomination and Election of Chairperson to Serve through December 2017

Contact: Josette Reina, Support Services Manager, 808-1956

Action: Continue the election of Chair and Vice Chair to the next Commission Meeting.

Moved, seconded (Malik/Rhodes) and carried 8-0

3. Election of Vice Chairperson (Oral)

Location: Citywide

Recommendation: Nomination and Election of Vice Chairperson to Serve through December 2017

Contact: Josette Reina, Support Services Manager, 808-1956

Action: Continue the election of Chair and Vice Chair to the next Commission Meeting.

Moved, seconded (Malik/Rhodes) and carried 8-0

4. Sacramento Steps Forward (Oral)

Location: Citywide

Recommendation: Review and Comment

Contact: Emily Halcon, Program Specialist, 808-7896

Emily Halcon with the City of Sacramento and Ryan Loofbourrow Chief Executive Officer with Sacramento Steps Forward provided an oral update to the Commission on what Sacramento Steps Forward has been doing to help the City of Sacramento's homeless population.

5. Community Garden Update (Oral)

Location: Citywide

Recommendation: Review and Comment

Contact: Bill Maynard, Human Services Program Coordinator, 808-4943

Bill Maynard provided an update on the City's Community Garden program, which started in 2005.

6. Parks and Recreation Director Report (Oral): Review Highlights for December

Location: Citywide

Recommendation: Review and Comment

Contact: Christopher C. Conlin, Director, 808-8526

Director Chris Conlin provided an update on the following items: a) storm damage in parks; b) Southside Park warming center; c) Youth Services and upcoming discussions with the Mayor on youth employment expansion for Lighting and Landscaping maintenance

program; d) Mayor's \$500,000 seed money from the innovation fund for Art, Technology and Food; e) Mid-Year budget preparation for parks and youth services; f) the Commission's September 7, 2017 meeting has been moved to the Historic Council Chambers due to a conflict in the New Council Chambers.

7. Parks and Recreation Promotional Video (Oral)

Location: Citywide

Recommendation: Receive and File

Contact: Fatima Malik, Commissioner, 808-8379

Commissioner Malik shared a Parks and Recreation Promotional video another City had done to promote parks.

Member Comments-Ideas, Questions and Meeting/Conference Reports

Commissioner Malik requested that the Director consider the Parks Department revisit the partnership with Grant High School for summer garden maintenance under the Landscape and Lighting program.

Commissioner Guerrero asked about scheduling a presentation by the Ninos Parkway volunteers.

Adjournment

Chair Heitstuman adjourned the meeting at 8:10 p.m.

Respectfully submitted:



Ilee Muller, Administrative Analyst
Department of Parks and Recreation

Approved by:

David Heitstuman, Chair
Parks and Recreation Commission



Meeting Date: 2/2/17

Report Type: Discussion

**Parks and Recreation
Report**

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Nomination and Selection of Chair

Location: Citywide

Recommendation: Pass a motion to select a Parks and Recreation Commission Chair for the year 2017.

Contact: Josette Reina, Support Services Manager, (916) 808-1956, Fiscal and Management Services

Presenter: None

Department: Parks and Recreation

Division: N/A

Dept ID: 19001011

Attachments:

01 Description/Analysis

Submitted By:
Adobe
Signature:

Josette Reina

Approved By:
Adobe
Signature:

Christopher Conlin

Attachment 01 – Description/Analysis

Issue: Select a Parks and Recreation Commission Chair for the year 2017.

Policy Considerations: None.

Economic Impacts: None

Environmental Considerations: None

Sustainability: None

Commission/Committee Action: None

Rationale for Recommendation: Election of a Chair is required by the Commission's bylaws.

Financial Considerations: None

Emerging Small Business Development (ESBD): None



Meeting Date: 2/2/17

Report Type: Discussion

**Parks and Recreation
Report**

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Nomination and Selection of Vice Chair

Location: Citywide

Recommendation: Pass a motion to select a Parks and Recreation Commission Vice Chair for the year 2017.

Contact: Josette Reina, Support Services Manager, (916) 808-1956, Fiscal and Management Services

Presenter: None

Department: Parks and Recreation

Division: N/A

Dept ID: 19001011

Attachments:

01 Description/Analysis

Submitted By: Adobe Signature:	Josette Reina
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Approved By: Adobe Signature:	Christopher Conlin
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Attachment 01 – Description/Analysis

Issue: Select a Parks and Recreation Commission Vice Chair for the year 2017.

Policy Considerations: None.

Economic Impacts: None

Environmental Considerations: None

Sustainability: None

Commission/Committee Action: None

Rationale for Recommendation: In the event of the Committee Chair's absence, a Vice-Chair is required to assume the duties of the Chair.

Financial Considerations: None

Emerging Small Business Development (ESBD): None