

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

February 1, 2018

6:30 p.m.

City Hall – 915 I Street – Council Chambers

Open Session – 6:30 p.m.

Roll Call

The meeting was called to order by Chair Flores at 6:30 p.m.

Present: Commissioners Bains, Flores, Good, Guerrero, Law, Malik, Murphy, Rhodes, Singh,
Heitstuman

Absent: Commissioner Aguilar

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

Sacha Monpere spoke about Reichmuth Park and her use of the nature area where the disc golf course was installed and conflicts between users. Ms. Monpere requested signage be installed identifying the area is for multi-use not just for disc golf.

Special Presentation/General Communications Estimated Time: 10 minutes

- A. Recognizing former Commissioner David O'Toole
Action: Recognition statement presented by Vice Chair Guerrero

Consent Calendar

1. Parks and Recreation Commission Meeting Minutes

Location: Citywide

Recommendation: Approve Commission minutes for November 2, 2017 and January 10, 2018

Contact: Ilee Muller, Administrative Analyst, (916) 808-1022, Fiscal and Management, Department of Youth, Parks, & Community Enrichment

Action: Approve Consent Calendar.

Moved/Seconded (Good / Guerrero)
Motion carried 10-0

Discussion Calendar Estimated Time: 90 Minutes

2. The Mill at Broadway Park Master Plan

Location: District 3

Recommendation: Support the City Council's adoption of the park master plan for the neighborhood park site at The Mill at Broadway development project.

Contact: C. Gary Hyden, Supervising Landscape Architect, 916-808-1949; Dennis Day, Landscape Architect, (916) 808-7633, Department of Youth, Parks, & Community Enrichment; John Suesens of Quadriga Landscape Architecture and Planning Inc.

John Suesens gave a brief overview of the Mill at Broadway Park Master Plan. Kevin Smith, Project Manager for North West Land Park which is a developer of the Mill on Braodway spoke about the proposed Neighborhood Center. He spoke of the reuse of the tunnel, bike trail, and assured the Commission the Park and Community Center would be available to the youth from Floyd Elementary and the surrounding Neighborhoods.

Commissioner Murphy noted the staff report stated the location of the Mill being District 3 and it should be District 4.

Ryan Greenway a resident at the Mill spoke in support of the park master plan. Mr. Greenway requested lighting and larger trees for shade to be considered.

Josh Craft a resident at the Mill spoke in support of the park master plan. Mr. Craft requested lighting and for the dog park to be separated into large dogs and small dogs designated areas. Mr. Craft inquired about solar as an option.

Thaddeus Hunt a resident at the Mill spoke in support of the park master plan.

Action: Support the City Council's adoption of the park master plan.

Moved/Seconded: (Singh / Bains)

Motion carried 9-1 (Malik)

3. Audit of Department of Parks and Recreation's Strategic Planning and Part-Time Employee Benefits Management

Location: Citywide

Recommendation: Receive and File

Contact: Jorge Oseguera, City Auditor, (916) 808-7270, Office of the City Auditor; Lynn Bashaw, Assistant City Auditor, (916) 808-7278, Office of the City Audit

Lynn Bashaw, Assistant City Auditor briefed the Commission on the findings of the Department of Parks and Recreation's Strategic Planning and Part-Time Employee Benefits Management Audit. The Audit compared best practices of other parks and recreation departments and recommended updating the Parks and Recreation Master Plan, develop a strategic plan, performance measures, evaluate program costs and user fees, and consider new revenue sources such as naming rights and donations. Also, the Audit highlighted the need for managers of part-time employees to receive training.

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

Location: Citywide

Recommendation: Informational

Contact: Shannon Brown, Interim Director, (916) 808-6076, Department of Youth, Parks, & Community Enrichment

Shannon Brown provided an update about the following items:

- Sutter's Landing Two Rivers Bike Trail Opening
- Bike share program locations to include parks
- Update on YPCE budget preparation as status quo
- Mayor's state of the City Address focused on youth programs
- Youth Job & Resource Fair, Saturday, March 17, 2018 from 10 AM – 2 PM
- Job Readiness Workshop, Saturday, March 10, 2018 from 1 PM – 4:30 PM
- Brown Act materials have been distributed to the Commission

Member Comments-Ideas, Questions and Meeting/Conference Reports

Commissioner Guerrero announced Movie Night at Garden Land Park on July 28, 2018 and Northgate Park Clean Up on March 15, 2018.

Commissioner Singh announced his plan to resign for personal reasons and expressed his appreciation for the opportunity to serve on the Commission. He stated he planned to continue to serve until his replacement is chosen.

Commissioner Rhodes spoke about future site visits at Park projects to ensure Commission has representation and input in the design process for upcoming projects and asked for Commissioners to have an open invite to park events.

Adjournment

Chair Flores adjourned the meeting at 8:29 p.m.

Respectfully submitted:



Ilee Muller, Administrative Analyst
Department of Parks and Recreation

Approved by:



Joe Flores, Chair
Parks and Recreation Commission