

PARKS AND COMMUNITY ENRICHMENT COMMISSION

Sumiti Mehta, District 1
Fatima Malik, District 2
David Guerrero, District 3
Julie Murphy, District 4
Joe Flores, District 5
Tyler Aguilar, District 6
Devin Lavelle, District 7 (Vice-Chair)
Chinua Rhodes, District 8
Terri Kletzman, At Large
Jason Law, At Large
Rita Gallardo-Good, Mayoral (Chair)

COMMISSION STAFF

Mario Lara, Director
Maggie Le, Support Services Manager
Sheryl Patterson, Senior Deputy City Attorney



Agenda

Parks and Community Enrichment Commission

915 I Street, Council Chambers - NCH

Published by the
Youth, Parks, & Community Enrichment
Department
(916) 808-5172

Thursday, March 5, 2020

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 Youth, Parks, & Community Enrichment 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 Youth, Parks, & Community Enrichment Department at (916) 808-5172 at least 48 hours prior to the meeting.

General Conduct for the Public Attending Parks and Community Enrichment Commission Meetings

- Members of the public attending Parks and Community Enrichment 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 and Community Enrichment 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 and Community Enrichment 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 applied.

AGENDA

Thursday, March 5, 2020

6:00 p.m.

Council Chambers, 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)

Special Presentation/General Communication Estimated Time: 15 minutes

A. Parks and Recreation Commission Volunteer Recognition Awards

- Lupita Vasquez
- JFK Women's Soccer (Varsity & JV) (District 7)

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 Community Enrichment Commission Meeting Minutes

Location: Citywide

Recommendation: Approve Commission minutes for February 6, 2020

Contact: Maggie Le, Support Services Manager (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Discussion Calendar Estimated Time: 60 Minutes

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

2. Youth, Parks, & Community Enrichment Fiscal Year 2020-2021 Proposed Annual Budget Review

Location: Citywide

Recommendation: Review and Comment

Contact: Mario Lara, Director, (916) 808-1041, Department of Youth, Parks, & Community Enrichment

3. Youth, Parks, & Community Enrichment Director Report (Oral): Review Highlights for February

Location: Citywide

Recommendation: Informational

Contact: Mario Lara, Director, (916) 808-1041, Department of Youth, Parks, & Community Enrichment

Member Comments-announcements, Questions and Meeting/Conference Reports

Adjournment



**Meeting Minutes of the
Parks and Community Enrichment Commission**

February 6, 2020

6:00 p.m.

City Hall – 915 I Street – Council Chambers

Open Session – 6:00 p.m.

Roll Call

The meeting was called to order by Chair Good at 6:00 p.m.

Present: Commissioner Aguilar, Mehta, Flores, Good, Guerrero, Kletzman, Lavelle, Law, Murphy, and Rhodes

Absent: Commissioner Malik

Consent Calendar

1. Parks and Community Enrichment Commission Meeting Minutes

Location: Citywide

Recommendation: Approve Commission minutes for November 7, 2019

Contact: Maggie Le, Support Services Manager, (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Action: Motion to approve Commission minutes with the addition of comments regarding item number four, Ordinance Relating to Outdoor Vending and Sidewalk Vending to Implement SB 946; Commissioners expressed concerns of enforcement at Southside Park in relation to the vendor at the church located across from the park.

Moved/Seconded (Flores/Aguilar)

Motion carried 10-Yes 0-No 1-Absent

2. Parks and Community Enrichment Commission Meeting Minutes

Location: Citywide

Recommendation: Approve Commission minutes for December 5, 2019

Contact: Maggie Le, Support Services Manager, (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Action: Motion to approve Commission minutes.

Moved/Seconded (Flores/Aguilar)
Motion carried 10-Yes 0-No 1-Absent

3. Parks and Community Enrichment Commission Meeting Minutes

Location: Citywide

Recommendation: Approve Commission minutes for January 13, 2020

Contact: Maggie Le, Support Services Manager, (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Action: Motion to approve Commission minutes.

Moved/Seconded (Flores/Aguilar)
Motion carried 10-Yes 0-No 1-Absent

Discussion Calendar Estimated Time: 60 Minutes

4. Selection of Volunteer Recognition Awards

Location: Citywide

Recommendation: Pass a motion selecting award recipient(s) for the Volunteer Recognition Award

Contact: Maggie Le, Support Services Manager (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Presenter: Maggie Le, Support Services Manager (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Action: Motion to select award recipient(s) for the community enrichment category and youth category.

Moved/Seconded (Lavelle/Aguilar)
Motion carried 10-Yes 0-No 1-Absent

5. Volunteer Recognition Program

Location: Citywide

Recommendation: Pass a motion to support changes to the Volunteer Recognition Program

Contact: Maggie Le, Support Services Manager (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Presenter: Maggie Le, Support Services Manager (916) 808-1040, Department of Youth, Parks, & Community Enrichment

Ad hoc committee discussed Volunteer Recognition Award program and updated the program based on comments from the January meeting. Instead of doing quarterly

recognitions, the ad hoc committee agreed to having two recognitions, one in December and one in June.

Action: Motion to support changes to the Volunteer Recognition Program.

Moved/Seconded (Aguilar/Flores)
Motion carried 10-Yes 0-No 1-Absent

6. Futsal Amenities

Location: Citywide

Recommendation: Informational

Contact: Mario Lara, Director, (916) 808-1041, Department of Youth, Parks, & Community Enrichment

Rose Shoen provided public comment in support of providing space for futsal as well as her experience with using the under utilized tennis courts at Southside Park for her small futsal club.

Melissa Radmand provided public comment in support of providing space for futsal and her experience in Rose's program.

Claudio Sanchez provided public comment in support of providing space for futsal and his experience though his son's participation in Rose's program.

Mario Lara, Director of Youth, Parks, & Community Enrichment provided a presentation regarding where futsal facilities are currently and planned to be located at City parks and noted that he is working with Rose and Street Soccer to allow her team to use the new courts at O'Neil Park which is close to Southside Park.

7. Tara O'Sullivan Memorial Field Naming

Location: Citywide

Recommendation: Pass a motion to support the City Council's adoption to name Woodlake Park Softball Field as Officer Tara O'Sullivan Memorial Field

Contact: Brianna Moland, Assistant Planner, Parks Planning, & Development Services (916) 808-6188

Brianna Moland, Assistant Planner, provided a presentation recommending support for naming Woodlake Park Softball Field as Officer Tara O'Sullivan Memorial Field.

Moved/Seconded (Flores/Rhodes)
Motion carried 10-Yes 0-No 1-Absent

8. City Historic Cemetery Preservation Assessment

Location: Citywide

Recommendation: Informational

Contact: C. Gary Hyden, Special Projects Manager, (916) 808-1949, and Andre MacVicar, Cemetery Manager, (916) 808-1196, Department of Youth, Parks, & Community Enrichment

Gary Hyden, Special Projects Manager, presented a summary of the Historic City Cemetery Preservation Assessment. The presentation included information regarding Preservation Plan Goals and recommendations.

9. Youth, Parks, & Community Enrichment Director Report (Oral): Review Highlights for January

Location: Citywide

Recommendation: Informational

Contact: Mario Lara, Director, (916) 808-1041, Department of Youth, Parks, & Community Enrichment

Mario Lara provided an update on the following items:

- Come Out & Play catalog and distributed a catalog to each Commissioner
- Youth Job Resource Fair
- The Department had eight promotions and about the same amount of new hires recently.

Member Comments-Ideas, Questions and Meeting/Conference Reports

Chair Good presented Commissioner Joe Flores with a plaque to recognize his service as the Parks & Community Enrichment Commission Chair from January 2018 through December 2019 and provided a words of gratitude.

Commissioner Mehta mentioned that there is a summer symposium for high school students on February 22nd at North Natomas Library.

Commissioner Guerrero thanked Rose, Melissa, and Claudio and his son for coming out to speak regarding futsal. Commissioner Guerrero also mentioned he's been attending Hot Spots in District 3 and now it's a joint effort between District 3 and District 1 and has been well attended. Neighbor works summit, which is part of the Tree Foundation, will be planting trees on February 22nd and will send out a flyer to everyone. The Green House is having a bakesale, which benefits Loaves & Fishes and will send out a flyer to everyone. Stanford Settlement Rotary Club is having a pancake sale on February 15th to remove paint.

Commissioner Malik was not able to attend; however, Chair Good mentioned to Commissioners that Commissioner Malik will need help with two tree planting events on February 8th at Richardson Village Park and February 15th at Johnston Park.

Chair Good thanked all Commissioners and stated that it is honor to serve as Chair and looked forward to the great things they will do together this year.

Adjournment

Chair Good adjourned the meeting at 7: 32PM

Respectfully submitted:

Item #1

Maggie Le, Support Services Manager
Department of Youth, Parks, & Community Enrichment

Approved by:

Rita Good, Chair
Parks and Community Enrichment Commission

Meeting Date: 03/05/2020

Report Type: Discussion



**Parks & Community
Enrichment
Commission Report**
915 I Street, 3rd Floor
www.CityofSacramento.org

Title: Review Department's 2020-2021 Operating Budget and Capital Improvement Plan

Location: Citywide

Recommendation: Review and Comment

Contact: Mario Lara, Director, (916) 808-1041, Youth, Parks, & Community Enrichment Department

Presenter: Mario Lara, Director, (916) 808-1041, Youth, Parks, & Community Enrichment Department

Department: Youth, Parks, & Community Enrichment (YPCE)

Division: Fiscal and Management Services

Dept ID: 19001011

Attachments:

01 Description/Analysis

Submitted By: Mario Lara, Director

Approved By: Mario Lara, Director

Signature:

Attachment 01 – Description/Analysis

Issue: Per Section 2.62.030 of the City Code -the powers and duties of the Parks and Community Enrichment Commission includes conducting an annual workshop to review the Department's annual operating budget and capital improvement plan.

Annual Operating Budget Review

The Department’s annual operating budget is developed during the Annual City Budget Cycle depicted below:



The current approved FY 2019/2020 annual operation budget for the Youth, Park, & Community Enrichment Department is summarized as follows:

Division Budget Summary

Youth, Parks, and Community Enrichment Division Budgets	FY2016/17 Actuals	FY2017/18 Actuals	FY2018/19 Approved	FY2018/19 Amended	FY2019/20 Approved	Change More/(Less) Approved/Amended
Administration & Safety Division	1,968,252	1,909,725	1,976,964	2,092,596	2,091,839	(757)
Community Enrichment Division	9,201,491	9,418,261	11,396,367	11,710,770	12,265,016	554,246
Neighborhood Services Division	755,718	668,708	470,120	673,336	622,300	(51,036)
Park Maintenance & Planning Division	12,867,713	12,557,152	14,383,466	13,693,061	14,578,811	885,750
Youth Division	11,058,922	8,014,434	9,435,835	9,853,628	9,569,203	(284,424)
Total	35,852,096	32,568,281	37,662,752	38,023,391	39,127,168	1,103,778

Staffing Levels

Youth, Parks, and Community Enrichment Division Budgets	FY2016/17 Actuals	FY2017/18 Actuals	FY2018/19 Approved	FY2018/19 Amended	FY2019/20 Approved	Change More/(Less) Approved/Amended
Administration & Safety Division	24.00	24.00	22.00	22.00	22.00	-
Community Enrichment Division	216.44	223.75	234.32	247.74	291.64	43.90
Neighborhood Services Division	10.47	9.45	5.95	5.95	4.95	(1.00)
Park Maintenance & Planning Division	140.84	145.84	147.84	148.84	149.64	0.80
Youth Division	297.46	222.16	208.97	227.11	234.11	7.00
Total	689.21	625.20	619.08	651.64	702.34	50.70

Key benchmarks using 2019 NRPA Agency Performance Review online tool:

2019 Benchmark	Population Density			
	Population 300K to 700K	3,000/sq. mi to 6,000/sq. mi	Combined	YPCE
Operating Expenditures per Capita	\$57.00	\$137.00	\$113.00	\$78.58
Park Operating Expenditures per Acre of Parkland	\$2,478.00	\$5,610.00	\$4,475.00	\$4,376.11
Operating Expenditures per Acre of Parkland	\$4,274.00	\$17,708.00	\$9,333.00	\$11,527.69
FTE per 10,000 population	5.2	14.30	11.60	14.33
Operating Expenditures per FTE	\$96,546.00	\$102,951.00	\$99,762.00	\$55,209.39
% of Budget for Maintenance	58%	32%	48%	38%

Source: <https://www.nrpa.org/publications-research/parkmetrics/>

Priority Areas for augmentation in YPCE's Operating Expenditures in fiscal year 2020/2021 include:

- North Natomas Aquatics Complex staffing and operations
- Deferred Maintenance
- Parks Maintenance staffing and non-personnel resources
- Parks Safety staffing
- Youth Programs Continuous Quality Improvement Unit

Capital Improvement Plan Review

There are currently 243 active CIP project accounts with available funding of \$25.6 million
14 new CIP projects are proposed for fiscal year 2020/2021 as outlined below:

Name of CIP	Amount and Fund	Scope
Airfield Park Phase 2	\$1.4M PIF	Grading, drainage, concrete flatwork, shade canopies, picnic area, site furnishings, irrigation, trees, low water use planning and turf.

Barandas Park Phase 2 Improvements	\$117K Quimby \$114K PIF	Clearing and grubbing, grading, concrete walkways, irrigation, turf and low water planting.
Blackbird Park Phase 2	\$375K PIF	Grading, fencing, concrete, asphalt, striping, futsal goals, and irrigation modifications.
Lawrence Park Jogging Trail	\$50K PIF	Staff and design costs of future trail
Meadows Park Phase 2	\$700K PIF	Grading, drainage, concrete flatwork and curbs, play equipment, shade canopy, playground resurfacing, irrigation mods and trees.
Pannell Center Landscape Improvements	\$100k PIF	Landscaping, lighting and improvements near new art installation
Regency Park Playground Renovation	\$275K PIF	Demo of existing play area, concrete flatwork, cubs, new play equipment, accessibility improvements, swings, playground surfacing and signage.
Southside Park Restroom and Playground Resurfacing	\$600K PIF	Demo of old restroom and playground surfacing, relocation of new prefabricated restroom, utilities, concrete walkways, accessibility improvements, minor play equipment replacement, rubber surfacing and wood fiber replacement.
Sutter's Landing Park Program	\$240K General Fund per year for the next 5 years (total \$1.2M)	Parks collects \$240K from billboard revenue at SLP per year. It funds design and construction of facilities at the regional park.
Oki Park Playground	\$250K PIF	Replace existing playground and accessibility improvements
Citywide Park Improvements	\$500K Citywide PIF	To allocate funding as proposed on priority projects (R2019-0242): <ul style="list-style-type: none"> - \$250K for Land Park Amphitheatre Renovation

		- \$250K for Sutter’s Landing Regional Park Improvements
Mangan Park Improvements	\$130K PIF	Relocate archery range per master plan and install new park signs.
Hagginwood Park Safety Improvements	\$200K PIF	Remove planter bollards, add new accessible walkways, restriping parking lot, pipe gate, irrigation, sport court improvements and trees.
Art in Public Places	\$2,340 Quimby \$85,880 PIF	Per City Code 2.84.120 not less than 2% of total cost of any eligible construction project shall be expended for artworks” 2% of PIF and Quimby presented in CIP book projects is put towards APP in each community plan area.

Policy Considerations: N/A

Economic Impacts: N/A

Environmental Considerations: N/A

Sustainability: N/A

Commission/Committee Action: N/A

Rationale for Recommendation: N/A

Financial Considerations: N/A

Local Business Enterprise (LBE): N/A