

DEPARTMENT OF
PARKS AND RECREATION

CITY OF SACRAMENTO
CALIFORNIA

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OFFICE OF THE DIRECTOR

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September 11, 2001

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Proposed 2001 Parks Programming Guide (PPG) Process

LOCATION AND COUNCIL DISTRICT: Citywide; All Council Districts

RECOMMENDATION:

This report recommends that the City Council approve the proposed 2001 Parks Programming Guide Process (PPG) and direct staff to develop a new PPG for City Council adoption.

CONTACT PERSON: Donald W. Murphy, Director, 264-1190

FOR COUNCIL MEETING OF: October 2, 2001

SUMMARY:

This report recommends that the City Council approve a new 2001 Parks Programming Guide Process in response to direction given to staff at the Draft Parks Programming Guide presentation in May, 2001.

COMMITTEE/COMMISSION ACTION:

The Parks and Recreation Citizen's Advisory Committee (CAC) reviewed the proposed Parks Programming Guide Process on September 6, 2001. The CAC recommended that they continue their involvement in the PPG Process in several ways. Prior to a new PPG being brought forward to Council, they want the opportunity to propose additional projects and review the new project list, as well as participate in the ranking process. Per their request, staff has added CAC participation to Steps 1 and 3 of the new PPG Process.



Optimize the Experience of Living!

BACKGROUND INFORMATION:

At the City Council meeting of May 3, 2001, the City Council reviewed the Draft Parks Programming Guide and directed staff of the Department of Parks and Recreation to:

- Review and revise the project criteria;
- Update current project list; and
- Develop a community input process.

The City Council expressed concerns about the project list, the criteria used to rank the projects, and the public process. Staff was directed to review and revise the project criteria where necessary, update the project list and develop a means to get community reaction to staff developed rankings.

Staff has developed a plan which simplifies the PPG process with the goal of identifying priority park projects. Staff has reviewed the existing criteria and determined that it can be more reflective of actual project need, while guaranteeing that such factors as health and safety, public use, at-risk neighborhoods, and facility deficits. The revised criteria is attached as Exhibit A. With direction from the City Council and assistance from the Neighborhood Services Area Team, Parks and Recreation staff developed a proposed process by which an improved and comprehensive park project list will be generated and ranked. In addition, the process involves the City Councilmembers' and CAC input up front to compile an accurate and complete project list and at the final stages to review the project rankings prior to adoption. A model for the proposed PPG process is attached at Exhibit B.

Concurrently, staff is working to complete the *2002 Parks and Recreation Master Plan* for City Council approval which includes the recreation component, updated park and recreation policies, a trend analysis, and demand surveys. When the Master Plan is complete in Fall 2002, the next round of the Parks Programming Guide is intended to integrate the policies and recommendations included in the Master Plan. For example, if the Master Plan recommends that the acquisition of significant open space be a priority for the City of Sacramento's park system, then acquisition of open space parcels may be given a higher ranking in the Parks Programming Guide. Projects will then flow from the PPG into the City Capital Improvement Program when funding is identified for the project and approved by the City Council.

Parks Programming Guide Process:

STEP 1: *Council Revisions of PPG List*

Parks and Recreation staff will set up workshops city council district staff to review and revise park project lists and descriptions generated from the current Parks Programming Guide. Council district staff will have an opportunity to add projects, modify projects, remove projects and update and amend project descriptions as necessary. In addition, Neighborhood Services Department area staff and members of the Citizens Advisory Committee for Parks and Recreation will have an opportunity to add new projects.

Updated Parks Programming Guide Process

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STEP 2: Staff Review and Scoring of Project Lists

After new project lists have been established, Parks and Recreation staff will sort projects by the eleven Community Planning Areas. Staff, using criteria as proposed in Exhibit A, will score the projects within each of the Planning Areas and list the top three scoring projects within each Planning Area. The three priority projects may include projects from any or all of the three project categories including acquisition, rehabilitation, and development depending on the specific needs of each Planning Area.

STEP 3: Public Comment on PPG Project Lists

After projects have been scored, the CAC and staff will conduct a community meeting in each of the four Neighborhood Service Areas to provide community input. Staff will make modifications based on community comment and provide the project lists for preliminary review by all interested stakeholders.

STEP 4: Next Steps

Once the City Council has adopted the 2001 Parks Programming Guide, staff will utilize the document to guide project selection for various grant opportunities including Proposition 12. A "worst first" selection process will include such factors as lack of developed park acreage, facility deficiency based on population and distance from the nearest facility. This process will be used to select the most worthy projects from the priority projects in the PPG. Projects which rank highest will be forwarded to the City Council for final approval specific to each grant or funding opportunity.

The 2001 PPG will then be integrated into the Community Planning Area recommendations summary in the *2002 Parks and Recreation Master Plan*. The *Master Plan* serves as the primary policy document depicting the supply of park and recreation facilities and programs and measuring the needs of the community. The PPG process will serve as the foundation to prioritize park projects identified in the *Master Plan*. In the Fall of 2002, the Parks Programming Guide will be updated based upon the key priorities identified in the *2002 Parks and Recreation Master Plan*.

FINANCIAL CONSIDERATIONS:

Currently the Department of Parks and Recreation has approximately two hundred existing Capital Improvement Projects which are funded or partially funded. There is a backlog to complete these projects due to lack of staff and available consultant resources. These projects have already been prioritized by Council through the budget process and are presently the primary focus of the Landscape Architect Section staff.

New projects to be identified in the 2001 Parks Programming Guide have no existing funding. Proposition 12 (the Safe Neighborhood Parks, Clean Water, Clean Air and Coastal Protection Bond Act of 2000) will provide \$4.48 million to the City of Sacramento which may be used to fund some of the projects identified in the 2001 Parks Programming Guide. The Department of Parks and Recreation is committed as part of the City's and the Department's Strategic Plan to

aggressively pursue all grant opportunities to fund projects in the 2001 PPG.

As new parkland and recreation facilities are developed, there is an ongoing financial commitment to maintain and operate them. The current cost to maintain one acre of park land is approximately \$5,500 per year. This amount excludes one-time costs to purchase any needed vehicles, mowers and other maintenance equipment. Staff will return to the City Council on October 23, 2001 to present a Park maintenance Operation Strategy which will address the anticipated increase in developed park acreage. In addition, new parks and recreation facilities will require program staff to provide recreation opportunities for children, teens and seniors.

ENVIRONMENTAL CONSIDERATIONS:

As projects are funded for development, the environmental review work required under the California Environmental Quality Act (CEQA) will be evaluated and prepared by the City Planning and Building Department as required.

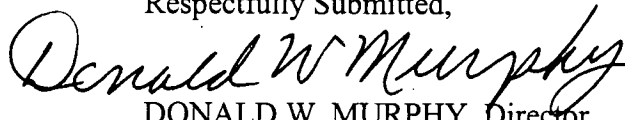
POLICY CONSIDERATIONS:

Providing Park and Recreation facilities is consistent with the City's Strategic Plan goals including: enhancing and preserving neighborhoods and preserving and expanding arts and culture, open space, the urban forest, and parks and recreation opportunities.

ESBD CONSIDERATIONS:

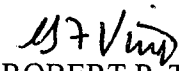
Not applicable as no goods or services are being procured as a result of the Parks Programming Guide approval.

Respectfully Submitted,



DONALD W. MURPHY, Director
Department of Parks and Recreation

Recommendation Approved:

for 
ROBERT P. THOMAS
City Manager

ATTACHMENTS: Exhibits A (PPG Criteria) and B (PPG Process)



**CITY OF SACRAMENTO
DEPARTMENT OF PARKS AND RECREATION**

**PARKS PROGRAMMING GUIDE
LAND ACQUISITION**

PROJECT NAME:	PLANNING AREA:

IMPACT ON ACREAGE DEFICIENCY:

1) SIGNIFICANT REDUCTION IN ACREAGE DEFICIENCY FOR THIS TYPE OF PARKLAND	4 POINTS	
2) REDUCTION IN DEFICIENCY FOR THIS TYPE OF PARKLAND	2 POINTS	
3) MINOR REDUCTION IN DEFICIENCY FOR THIS TYPE OF PARKLAND	1 POINTS	

SITE SIGNIFICANCE:

1) THE PROJECT HAS A CULTURAL AND/OR NATURAL RESOURCE ELEMENT AND IS IN AN AT-RISK NEIGHBORHOOD	4 POINTS	
2) THE PROJECT IS IN AN AT-RISK NEIGHBORHOOD	2 POINTS	
3) THE PROJECT IS NOT IN AN AT-RISK NEIGHBORHOOD AND DOES NOT HAVE A CULTURAL AND/OR NATURAL RESOURCE ELEMENT	0 POINTS	

SUITABILITY FOR TARGETED ACTIVE/PASSIVE RECREATIONAL USE:

1) THE LAND HAS HIGH SUITABILITY	3 POINTS	
2) THE LAND HAS MODERATE SUITABILITY	2 POINTS	
3) THE LAND HAS LOW SUITABILITY	1 POINTS	
4) THE LAND HAS NO SUITABILITY	0 POINTS	

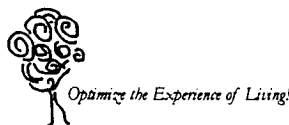
LAND AVAILABILITY:

1) THE LAND IS AVAILABLE FOR PURCHASE (UNENCUMBERED PROPERTY) AND NEEDS TO BE PURCHASED IMMEDIATELY	2 POINTS	
2) THE LAND IS AVAILABLE FOR PURCHASE (UNENCUMBERED PROPERTY)	1 POINT	

AT-RISK OR ECONOMICALLY DISADVANTAGED AREA

1) THE PROJECT HAS SOME TYPE OF OUTSIDE FUNDING INCLUDING GRANTS, IN-KIND AND/OR VOLUNTEER SUPPORT.	2 POINTS	
2) THE PROJECT HAS NO OUTSIDE FUNDING INCLUDING GRANTS, IN-KIND AND/OR VOLUNTEER SUPPORT.	0 POINTS	

TOTAL POINTS (out of 15 TOTAL)	
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**CITY OF SACRAMENTO
DEPARTMENT OF PARKS AND RECREATION**

**PARKS PROGRAMMING GUIDE
DEVELOPMENT OF NEW PARKS
AND EXISTING PARKS BEYOND MINIMUM STANDARDS**

PROJECT NAME:	PLANNING AREA:

PARK ACREAGE DEFICIENCY:

1) HIGH ACREAGE DEFICIENCY FOR THIS TYPE OF PARKLAND	4 POINTS	
2) DEFICIENCY FOR THIS TYPE OF PARKLAND	2 POINTS	
3) NO DEFICIENCY FOR THIS TYPE OF PARKLAND	0 POINTS	

PARK FACILITIES DEFICIENCY:

1) HIGH FACILITY DEFICIENCY OF THIS TYPE	4 POINTS	
2) DEFICIENCY FOR THIS TYPE OF FACILITY	2 POINTS	
3) NO DEFICIENCY FOR THIS TYPE OF FACILITY	0 POINTS	

PUBLIC PRIORITY AND SITE SIGNIFICANCE:

1) THE PROJECT HAS NEIGHBORHOOD AND/OR BUSINESS SUPPORT AND HAS A HISTORICAL AND/OR CULTURAL COMPONENT	3 POINTS	
2) THE PROJECT HAS A COMPLETED COMMUNITY OR PARK MASTER PLAN	2 POINTS	
3) NO KNOWN SUPPORT FOR THIS PROJECT	0 POINTS	

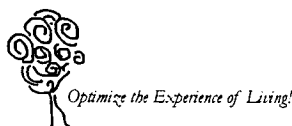
COST OFFSETS AND PARTNERSHIPS:

1) THE PROJECT HAS SOME TYPE OF OUTSIDE FUNDING INCLUDING GRANTS, IN-KIND AND/OR VOLUNTEER SUPPORT.	2 POINTS	
2) THE PROJECT HAS NO OUTSIDE FUNDING INCLUDING GRANTS, IN-KIND AND/OR VOLUNTEER SUPPORT.	0 POINTS	

AT-RISK OR ECONOMICALLY DISADVANTAGED AREA

1) YES	2 POINTS	
2) NO	0 POINTS	

TOTAL POINTS (out of 15 TOTAL)	
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**CITY OF SACRAMENTO
DEPARTMENT OF PARKS AND RECREATION**

**PARKS PROGRAMMING GUIDE
REPAIR AND REHABILITATION**

PROJECT NAME:	PLANNING AREA:

HEALTH AND SAFETY:

1) THERE IS A SERIOUS HEALTH AND SAFETY CONCERN	3 POINTS	
2) THERE IS A HEALTH AND SAFETY CONCERN	2 POINTS	
3) THERE IS NO HEALTH AND SAFETY CONCERN	0 POINTS	

LEGAL MANDATES:

1) THERE IS A LEGAL MANDATE i.e. CODE VIOLATION AND/OR LEGISLATIVE MANDATE	3 POINTS	
2) THERE IS NO LEGAL MANDATE CONCERNING THIS PROJECT	0 POINTS	

PUBLIC PRIORITY AND SITE SIGNIFICANCE:

1) THE PROJECT HAS A CULTURAL AND/OR NATURAL RESOURCE ELEMENT AND IS IN AN AT-RISK NEIGHBORHOOD	3 POINTS	
2) THE PROJECT IS IN AN AT-RISK NEIGHBORHOOD	2 POINTS	
3) THE PROJECT IS NOT IN AN AT-RISK NEIGHBORHOOD AND DOES NOT HAVE A CULTURAL AND/OR NATURAL RESOURCE ELEMENT	0 POINTS	

PUBLIC USE:

1) HIGH USE FACILITY	2 POINTS	
2) MEDIUM OR LOW USE FACILITY.	1 POINT	
3) NO USE OF FACILITY	0 POINTS	

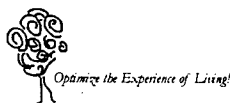
COST OFFSETS/PARTNERSHIPS:

1) THE PROJECT HAS SOME TYPE OF OUTSIDE FUNDING INCLUDING GRANTS, IN-KIND AND/OR VOLUNTEER SUPPORT.	2 POINTS	
2) THE PROJECT HAS NO OUTSIDE FUNDING INCLUDING GRANTS, IN-KIND AND/OR VOLUNTEER SUPPORT.	0 POINTS	

FACILITY DEFICIENCIES BY PLANNING AREA:

1) THE PROJECT ADDRESSES FACILITY DEFICIENCIES	2 POINTS	
2) THE PROJECT DOES NOT ADDRESS FACILITY DEFICIENCIES	0 POINTS	

TOTAL POINTS (out of 15 TOTAL)	
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**CITY OF SACRAMENTO
CALIFORNIA**

**DRAFT
2001
PARKS PROGRAMMING GUIDE
PROGRAM PROCESS**

STEP 1: COUNCIL REVISIONS OF PPG PROJECT LISTS

TIME FRAME: October 8, 2001- October 19, 2001

Objective: To set two-hour workshops with Council District 1-8 offices and the Office of the Mayor.

Goals:

- 1) Working with the Councilmembers, Council District staff and the Citizen's Advisory Committee for Parks and Recreation (CAC), identify a complete list of park projects for each district.
- 2) Ensure that all project descriptions are adequate and accurate.
- 3) Remove any projects which are duplicates or which are unrealistic and/or not a priority for the community or the Councilmember.

STEP 2: STAFF REVIEW AND SCORING OF PROJECT LISTS

TIME FRAME: October 22, 2001- October 26, 2001

Objective: An accurate listing of priority park projects in each of the 11 Community Planning Areas.

Goals:

- 1) Take lists generated by both the CAC and the Council Offices and sort them by Community Planning Area.
- 2) Using the updated criteria, staff from the Department of Parks and Recreation (Director's Office, Landscape Architecture and Park Maintenance) will evaluate all projects and score them by Community Planning Area.
- 3) Project lists will be prepared. The top three projects will be designated in each of the 11 Community Planning Areas to include project description, planning area map identifying the project location and a preliminary cost estimate. The remainder of the projects will be recorded for future priority lists.

STEP 3: PUBLIC COMMENT ON PPG PROJECT LIST

TIME FRAME: October 29, 2001- November 9, 2001

Objective: To give an opportunity for the public to comment and react to the Draft Parks Programming Guide and make appropriate recommendations.

Goals:

- 1) Working with the Neighborhood Services Department, Parks and Recreation staff and members of the CAC will facilitate community meetings in each of the four Neighborhood Service areas. The project lists will be presented to the community for their comment.
- 2) Staff will make modifications based upon community input to each of the Community Planning Area lists.
- 3) Review the Draft Parks Programming Guide project lists with Council District staff for final comment.
- 4) Prepare Parks Programming Guide for presentation to full City Council on November 27, 2001.

NEXT STEPS

- 1) Of the identified priority projects from each Community Planning Area, staff will consider a variety of potential funding sources which may be available for some of the projects. Funding sources including the City's Capital Improvement Budget (Quimby, Park Impact Fees), Proposition 12 Per Capita Funds, Proposition 12 Competitive Grant Programs, and various other State and Federal grant programs.
- 2) For priority projects which may be competing for the same funding source, staff and the CAC will recommend to the City Council projects based on a "worst first" philosophy consistent with the City's *Strategic Plan*.
- 3) The "worst first" criteria will include the following:
 - A) Developed park acreage deficiency in Community Planning Area;
 - B) Park facility deficiency in Community Planning Area; and
 - C) Distance from the nearest available type of park facility.
- 4) Staff will present their recommendations for project funding to the full City Council for approval.