

August 2, 2007

AGENDA ITEM 18



DEPARTMENT OF  
PARKS AND RECREATION

CITY OF SACRAMENTO  
CALIFORNIA

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August 27, 2007

Parks and Recreation Commission  
Sacramento, California

Honorable Members in Session:

**SUBJECT:** City Parks and Recreation Master Plan Update

**LOCATION AND COUNCIL DISTRICT:** Citywide

**RECOMMENDATION:** Review and discuss.

**CONTACT PERSON:** J.P. Tindell, Park Planning & Development Manager, 808-1955

**PRESENTER:** Mary de Beauvieres, Principal Planner, 808-8722

**FOR COMMISSION MEETING:** September 6, 2007

**SUMMARY:**

The Advance Planning Section of the Park Planning and Development Services Division is embarking on an update to the City's *Parks and Recreation Master Plan 2005-2010* (Master Plan) which was adopted by Council on December 7, 2004. The first phase of the update will focus on the following technical chapters of the Master Plan: Department Overview, Services and Assessment; and the Facilities Inventories contained in Appendix D. The remainder of the Master Plan will be modified in conjunction with the City's General Plan Update, currently underway under the direction of the City's Planning Department.

**BACKGROUND INFORMATION:**

The Master Plan was adopted by the Sacramento City Council on December 7, 2004 (Resolution No. 2004-905). Previously, the Commission has been provided a copy of this document; complete copies may also be found at: [www.cityofsacramento.org/parksandrecreation/masterplan/plan.html](http://www.cityofsacramento.org/parksandrecreation/masterplan/plan.html).

The Master Plan serves as a guiding policy document for the Department of Parks and Recreation (the Department). It is divided into a series of chapters and appendices, each of which focus on a different aspect of the Department. The Master Plan is a relatively young document, but due to organizational changes and significant increases in the number of new parks and amenities in



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existing parks, many of the sections now contain outdated information. In order to keep the Master Plan as a valuable asset for the Department, it needs to be updated on a regular basis. This update will keep the document current and pertinent to the Department's activities and functions.

Initially, the update will focus on the technical aspects of the Master Plan, as contained in the Department Overview, Services, and Assessment chapters. The Advance Planning Section of the Park Planning & Development Division is coordinating the effort to update the Master Plan, but all of the divisions within the department will be participating and each will play an integral role. A technical advisory committee has already been formed and is meeting monthly; it consists of representatives from each of the Department's divisions. Attachment 1 briefly summarizes the Master Plan chapters that require updating or additional information. Attachment 2 is a schedule identifying the components and their targeted completion dates.

An update of the technical information in the Master Plan will also benefit the City's General Plan Update that is currently in-process, under the direction of the City's Planning Department. While the Master Plan is the guiding policy document for the Department of Parks and Recreation, the General Plan is the guiding policy document for the entire City. Accurate park information is necessary to help the City establish general goals, policies, and implementation measures relating to the City's parks development, parks maintenance, and recreation programs. The new General Plan goals and policies are currently under development which will ultimately require revisions to the policies contained in the Master Plan. The update of the entire Master Plan is intended to coincide with the City's adoption of the General Plan, tentatively scheduled for September 2008.

**COMMISSION INVOLVEMENT:** The Parks and Recreation Commission is being informed of the Master Plan Update process at an early stage in the event there are issues that the Commission believes should be included in the update. Staff also requests that the Commission consider its desired level of involvement in the Master Plan update process. The Commission was actively involved in the creation of the 2004 Master Plan, working with staff on specific issues through an advisory committee composed of Parks and Recreation Advisory Committee and Youth Commission members.

During this update process, the Commission may elect one of the following scenarios:

- 1) **Ad Hoc Committee Option:** Form an ad hoc committee to work with staff to review significant changes to the Master Plan which may include policy revisions and/or establishing new service level goals in some areas.
- 2) **Entire Commission Option:** Keep the entire Commission involved. Under this scenario, staff will bring draft chapters, components or issues to the Commission for discussion at its regular meetings. Under this scenario, it is anticipated that the document will return to the Commission for action in two stages: when the technical components are drafted (before being forwarded to the City Council for final action) and when the entire document is revised (before being forwarded to Council for final action).

Under either scenario, the Commission may also choose to host a public meeting to explain the changes to the Master Plan to the community.

The first phase of the Master Plan update (the Department Overview, Services and Assessment chapters and Appendix D) will return to the Parks and Recreation Commission as an action item before the end of 2007. The entire document will also return to the Commission for review and action during the summer of 2008, before it is forwarded to City Council for adoption in conjunction with the City's General Plan Update.

**FINANCIAL CONSIDERATIONS:**

Not applicable to this report.

**ENVIRONMENTAL CONSIDERATIONS:**

Not applicable to this report. As the Master Plan Update progresses, staff will work with the City's Environmental Planning Division to ensure that the appropriate environmental review is completed for the project.

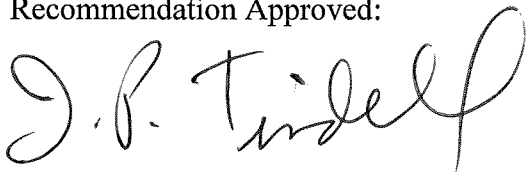
**POLICY CONSIDERATIONS:**

Providing parks and recreation facilities is consistent with the City's strategic plan to achieve sustainability and liveability and to expand economic development throughout the City. This project will update the Master Plan for consistency with the City's General Plan Update, as required by Section 65300.5 of the State Planning and Zoning Law. The Master Plan will be referenced in the General Plan. It also serves as the Parks and Recreation element of the General Plan.

**ESBD CONSIDERATIONS:**

No goods or services are being purchased in association with this report.

Recommendation Approved:



J.P. TINDELL  
Park Planning and Development Manager

Attachment 1: Project Scope  
Attachment 2: Project Calendar

**Attachment 1: Project Scope**

***City of Sacramento Parks and Recreation Master Plan 2005-2010  
Technical Update 2007***

***Purpose: To review and provide a technical update of the City Parks and Recreation Master Plan adopted in December of 2004.***

**Changes Proposed for Technical Update 2007**

**DEPARTMENT OVERVIEW**

- Update Department Organizational Structure
- Update Budget summary
- Update Physical Assets inventory

**SERVICES**

- Separate Park Operations Services and Urban Forest Services functions

**ASSESSMENT**

- Update park and facility inventory, including tables, maps and figures
- Recalculate current delivery data

**APPENDIX D**

- Update Appendix D containing the following information (by Community Planning Area):
  1. Park acreage broken down by developed v. undeveloped and park type, facilities, other agencies facilities and acreage, city community buildings.
  2. School facilities, including acreage that is accessible for public recreation
  3. Park and recreation facilities map

### **Changes to be made as part of General Plan Update 2008**

- Revisit Service Level Goals
- Address Deficiencies

#### **POLICY** - Address key emerging issues including:

- Customer Service Program (C2C Program)
- Cities new economic development strategy
- More specific data on Fees and charges
- Park Operations Best Practices Study Implementation
- Separation of Park Operation Services and Urban Forest Services
- Central City Urban Design Plan Update
- Small Public Places/ Urban Plaza Parks
- Recreation and Human Services Policy changes
- City Sustainability Master Plan
- Gender Equity
- Park and Recreation Trends
- Telephone Survey results
- Greenfield vs. Urban Infill Developments

#### **IMPLEMENTATION**

- Policy chapter implementation updates

#### **APPENDICES**

Economic Development information, United Nations Urban Environmental Accord, Trust for Public Lands Study, Greenprint Initiative, History of Sacramento Parks and Recreation through 2007, Joint use detention basin MOU with Utilities Department, Bikeway Master Plan, Hart natural resources study, Nature in the City program, new phone survey results, map updates, funding options and other issues as determined in the process, etc.

**Attachment 2.**

	Jun-07	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Jan-08	Feb-08	Mar-08
<b>Master Plan Update</b>										
<b>1. Technical Update</b>										
a. Department Overview										
Service and Org. Structure										
Overview Text										
b. Services										
Review Division Info and Update										
c. Assessment										
Inventory Update										
Tables and Figure Update										
d. Environmental Review										
e. Parks & Rec Commission Workshop										
f. Draft Technical Update Document										
Review by Team										
g. Park and Recreation Commission Review										
h. City Council Technical Update Approval										
<b>2. Update Remainder of Document</b>										
a. Policy										
Policy Text										
Policy statement Update										
b. Implementation										
Policy implementation/deficiency Update										
c. Appendices										
Division Appendices Update										
d. Photo Updates										
Division Photo Update										
e. Hearings (PRC / CC)										
f. Master Plan Adoption										
	(in conjunction with General Plan Update)									