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NEIGHBORHOOD SERVICES
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May 11, 2000

City Council
Sacramento, California

Honorable Members in Session:



SUBJECT: RANKING CRITERIA FOR PRIORITIZING PARK PROJECTS

LOCATION AND COUNCIL DISTRICT: Citywide, all Districts

RECOMMENDATION:

This report recommends that the City Council approve the attached Ranking Criteria for Prioritizing Park Projects for (1) the repair and rehabilitation of existing park facilities; (2) the acquisition of parkland; and (3) the development of new parks and existing parks beyond minimum standards.

CONTACT PERSON: Patrick Sanger, Parks Administration/LAS (916) 264-8234

FOR COUNCIL MEETING OF: May 23, 2000

SUMMARY:

Staff presented the Ranking Criteria for Prioritizing Park Projects to City Council on March 21, 2000. After a thorough review of all Council comments staff now presents the final draft of the Ranking Criteria for Prioritizing Park Projects.

Comments received from Council include the following:

Council Comment	Action
Funding should not be included.	Funding-specific criteria removed.
Consider at-risk/economically disadvantages areas.	At-risk/economically disadvantaged areas included in all categories.
Make scoring scaled – not all or nothing.	All criteria scaled except Legal Mandates under Repair and Rehabilitation.
Are neighborhood, community, and regional parks compared against similar parks or across park types?	Specific language included comparing parks against parks of the same type. PPG will present top projects in each park type.
Trails and bikeways should be scored separately from other park projects.	PPG will present trails and bikeway in a separate section, similar to park types.
Add Business Support to Repair and Rehabilitation.	Staff included Business Support in all categories.
Give more weight to Natural Resources.	Point totals for Natural Resources were increased.
Does facility type or total number determine facility deficiencies?	Deficiency is determined by comparing project with similar facilities within an area.

Parks and recreation facilities are demonstrably a vital component to the City's municipal infrastructure. These facilities are part of the basic services provided to City residents. To ensure the proper delivery of these essential services, appropriate planning is necessary. Exhibit A shows the criteria that staff recommends be used to score and rank projects in the following categories: (1) the repair and rehabilitation of existing park facilities; (2) the acquisition of parkland; and (3) the development of new parks and the enhancement of existing park facilities beyond minimum standards. These are the same categories identified in the 2000 Master Plan for Park Facilities Phase I, as presented to Council on April 14, 2000.

COMMITTEE/COMMISSION ACTION:

Staff held numerous working sessions with a subcommittee of the Citizens Advisory Committee for Parks and Recreation (CAC). On March 2, 2000, staff presented the criteria and ranking system to the full CAC. That committee voted unanimously to approve the Ranking Criteria for Prioritizing Park Projects and recommend City Council approval. Subsequent to March 23, 2000, the subcommittee reconvened to address Council comments.

BACKGROUND INFORMATION:

In past years, park priorities were established through an informal process based on immediate needs and available resources. This system proved unsatisfactory as a way to generate a list of prioritized park projects. Staff suggests establishing a formal set of criteria to more effectively allocate staff resources and identify funding.

Once Council approves the Ranking Criteria for Prioritizing Park Projects, staff will meet with all Neighborhood Service Area administration and Council District staff to determine potential projects brought forward through their respective citizen input processes. Project Proposal Forms (PPF) based on the criteria approved by Council will be distributed to capture all pertinent data necessary to evaluate each project proposal. Staff recommends that the project evaluation and prioritization occur annually.

When all potential park projects are recognized and scored, they will be presented to City Council for approval in the format of a draft **Parks Programming Guide (PPG)**. The PPG will include the complete list of prioritized projects along with a description.

The Parks Programming Guide will be used to:

- Summarize the City's park projects.
- Establish new project priorities.
- Provide the City Council with information to make park project decisions.

The PPG will be developed by:

- Establishing a PPG committee comprised of CAC members and appropriate City staff.
- Reviewing, scoring, and ranking all potential park projects by PPG committee.
- Submitting the draft PPG to the CAC for review and recommendation to City Council.
- Submitting the draft PPG to City Council for review and approval.

This report details the criteria and ranking process. Once approved by City Council, staff will return to Council for consideration of the scored and ranked projects in the draft Parks Programming Guide.

FINANCIAL CONSIDERATIONS:

The implementation of the ranking process will be completed within the Parks Division existing budget.

ENVIRONMENTAL CONSIDERATIONS:

None

POLICY CONSIDERATIONS:


Parks and recreational facilities provide an essential service to City residents. In this regard, appropriate long range planning is necessary to ensure that these facilities are properly acquired, developed and maintained. Additionally, completion of the Ranking Criteria for Prioritizing Park Projects and the Parks Programming Guide is consistent with several of the City Council priorities discussed below.

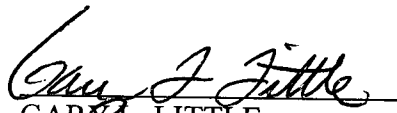
Parks and recreation facilities play a central role in economic development by attracting tourists and businesses to the City of Sacramento, and enhancing real estate values. The facilities also stimulate urban rejuvenation that addresses neighborhood revitalization and enhancement. Parks and recreation programs have historically provided positive alternatives for youths. Our public facilities are available to everyone in the community and promote citywide inclusiveness of our diverse population. Parks, parkways, and open space are important to the urban environment including our urban forest. Finally, the Citizens Advisory Committee for Parks and Recreation will be involved in the planning process for future park projects.

ESBD CONSIDERATIONS:

Not applicable as no goods and services are being procured.

Respectfully submitted,


VICTOR L. EDMISTEN
Parks Manager


GAR L. LITTLE
Area 4 Director, NPDS

APPROVED:

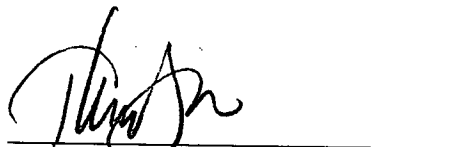

ROBERT P. THOMAS
City Manager

Exhibit A: Ranking Criteria for Prioritizing Park Projects

Ranking Criteria for Prioritizing Park Projects

Park Project Categories Identified in the *City of Sacramento 2000 Master Plan for Park Facilities Phase I* are:

- A. Repair and Rehabilitation
- B. Land Acquisition
- C. Development of New Parks and Existing Parks Beyond Minimum Standards

The *City of Sacramento 2000 Master Plan for Park Facilities Phase I* identifies ten policy areas. Within these ten areas are many overlapping policies that address the categories identified above. The ten policy areas are:

- Park standards
- Priorities for expenditures
- Design
- Trails and parkways
- Open space
- School park facilities
- Community participation and image
- Natural resource management for parks
- Maintenance
- Funding and acquisition

The purpose of the Ranking Criteria for Prioritizing Park Projects is to develop a system that City staff can use to analyze a potential project and determine whether it falls within one of the park categories listed above (repair and rehabilitation, land acquisition, development of new parks and existing parks beyond minimum standards) and fulfills a policy requirement. Public Welfare and Safety is a primary criterion for prioritizing all park projects. Please note that, with the exception of noting it under the repair and rehabilitation section, Public Welfare and Safety is not analyzed in its own section.

Within each of the three categories, a weighted point system is assigned that indicates the importance of each criterion relative to the other criteria in the category. The maximum number of points any project can receive is 100. Projects are ranked only against other projects within the same category, and are not compared across categories. For example, the top point-receiving project in repair and rehabilitation will not be compared against the top point-receiving project in land acquisition to determine the overall ranking of the two projects. Each is ranked only within its specific category.

A. Repair and Rehabilitation

The seven criteria in this category include; health and safety, legal mandates, maintenance/replacement schedule, public priority and site significance, public use, facility deficiencies by planning area, and cost offsets/partnerships. Community centers and other indoor facilities are not covered by the repair and rehabilitation criteria presented below. Although Parks and Recreation administers the programming activities of community centers, the facility's maintenance and rehabilitation are the responsibility of the Facilities and Building Maintenance divisions of the Public Works Department.

The seven criteria in the Repair and Rehabilitation category and the proposed ranking system for prioritizing these projects are as follows:

	<u>Points</u>
<p>1. <u>Health and Safety</u> (25 points max)</p> <p>An immediate safety problem is “high risk.” A potential for a safety concern is considered “medium risk.” A possible repair needed, but not expected to become a safety concern in the near future is considered a “low risk.”</p> <ul style="list-style-type: none"> <input type="checkbox"/> The project involves high risk. (25 points) _____ <input type="checkbox"/> The project involves a medium risk. (15 points) _____ <input type="checkbox"/> The project involves a low risk. (5 points) _____ <input type="checkbox"/> The project involves no risk. (0 points) _____ 	
<p>2. <u>Legal Mandates</u> (20 points max)</p> <p>A legal mandate can be a code violation, a compliance issue relating to a legislative mandate (e.g., the American Disabilities Act, the Playground Safety Ordinance, etc.). If a project involves a mandate code violation or compliance issue it is awarded the full 20 points. If it is also a safety risk, it will also receive points under the Health and Safety criterion.</p>	_____
<p>3. <u>Maintenance/Replacement Schedule</u> (15 points max)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Project has passed its life span and needs repair/replacement. (15 points) _____ <input type="checkbox"/> Project is within its life span but needs repair/replacement. (10 points) _____ <input type="checkbox"/> Project is past its life span, but no repair is immediately needed. (5 points) _____ <input type="checkbox"/> Project is within its life span and need for repair is not immediate. (0 points) _____ 	
<p>4. <u>Public Priority and Site Significance</u> (12 points max)</p> <p>If the project includes any of the following categories, it is awarded three points for each applicable category. If none of the following are applicable, zero points are given under this criterion.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Project has strong neighborhood and/or business support. <input type="checkbox"/> Project has significant historical and/or cultural component. <input type="checkbox"/> Project has unique recreational elements. <input type="checkbox"/> Project is in an at-risk and/or economic revitalization area (a recognized redevelopment zone or within one-half mile of a recognized redevelopment zone). 	_____

Points

5. Public Use (10 points max)

Indicate the level of public use that the existing facility currently receives.

- High use of facility (10 points) _____
- Medium use of facility (5 points) _____
- Low use of facility (3 points) _____
- No use of facility (0 points) _____

6. Facility Deficiencies by Planning Area (10 points max)

This criterion measures the shortage of park facilities by facility type within a specific Planning Area. For example, if the project is a soccer field renovation, the deficiency is measured only against the need for soccer fields within that Planning Area.

- The project addresses significant facility deficiencies. (10 points) _____
- The project addresses moderate facility deficiencies. (5 points) _____
- The project does not address facility deficiencies. (0 points) _____

7. Cost Offsets / Partnerships (8 points max)

If the project includes any of the following categories, it is awarded two points for each applicable category. If none of the following are applicable, zero points are given under this criterion.

- The project is a non-profit and/or Public/Private venture.
- The project involves a Neighborhood Association and/or a business contributing financially to the project.
- The project includes a Joint Use Agreement.
- The project will generate revenue.

Total Points for Repair and Rehabilitation Category _____

B. Land Acquisition

The Six criteria in this category include; impact on existing park acreage deficiency by planning area, site significance, suitability for targeted active/passive recreational use, availability, public priority, cost offsets/partnerships. In addition to traditional neighborhood, community, regional parks, and parkways, the acquisition of land for trails and open space also can be considered in this category. Joint use is considered in this section and in park development as a way to create efficiencies in service delivery to the community. The City shall continue to implement all federal, state, and local mandates and ordinances related to land acquisition to maximize the benefit to the community.

The six criteria in the Land Acquisition category and the proposed ranking system for prioritizing these projects are as follows:

		<u>Points</u>
1. <u>Impact on Existing Park Acreage Deficiency by Planning Area</u> (25 points max)		
<input type="checkbox"/> The project significantly addresses park, trail, or open space acreage deficiency.	(25 points)	_____
<input type="checkbox"/> The project addresses park, trail, or open space acreage deficiency.	(15 points)	_____
<input type="checkbox"/> The project does not significantly address park, trail or open space acreage deficiency.	(0 points)	_____
2. <u>Site Significance</u> (25 points max)		
If the land to be acquired includes any of the following characteristics, it is awarded five points for each applicable characteristic. If all characteristics apply, the project is awarded an additional 5 pts for a maximum total of 25 points. If none of the following are applicable, zero points are given under this criterion.		
<input type="checkbox"/> The project includes a cultural resource element (e.g., historic resources, etc).		
<input type="checkbox"/> The project includes a natural resource element (e.g., river access, heritage trees, etc.).		
<input type="checkbox"/> The project includes a unique topographical characteristic (e.g., railroad beds, bikeway, etc.).		
<input type="checkbox"/> The project is in an at-risk and/or economic revitalization area (a recognized redevelopment zone or within one-half mile of a recognized redevelopment zone)		_____
3. <u>Suitability for Targeted Active/Passive Recreational Use</u> (20 points max)		
If the land to be acquires is suited for a particular needed recreational use, it is awarded points depending on its degree of suitability.		
<input type="checkbox"/> The land has high suitability.	(20 points)	_____
<input type="checkbox"/> The land has moderate suitability.	(10 points)	_____
<input type="checkbox"/> The land has limited suitability.	(5 points)	_____
<input type="checkbox"/> The land has no Suitability.	(0 points)	_____

Points

4. Availability (12 points max)

If the land to be acquired includes any of the following characteristics, it is awarded four points for each applicable characteristic. If none of the following are applicable, zero points are given under this criterion.

- The land to be acquired is unencumbered property (no easements and/or hazardous materials, etc.).
- The land needs to be acquired now due to immediate time constraints (e.g., short window of opportunity to purchase).
- Other Explain: _____

5. Public Priority (10 points max)

If the project includes any of the following characteristics, it is awarded five points for each applicable characteristic. If none of the following are applicable, zero points are given under this criterion.

- The project has strong neighborhood support.
- The project has strong business support.

6. Cost Offsets / Partnerships (8 points max)

If the land acquisition project includes any of the following characteristics, it is awarded two points for each applicable characteristic. If none of the following are applicable, zero points are given under this criterion.

- The acquisition project involves a Non-profit and/or Neighborhood Association.
- The acquisition project is part of a Public/Private venture.
- The acquisition project is part of a Business Partnership.
- The acquisition project involves a Joint Use Agreement (e.g., school site, detention basin, etc.)

Total Points for Land Acquisition Category

C. Development of New Parks and Existing Parks Beyond Minimum Standards

The five criteria in this category include; park acreage deficiency in planning area, park facilities deficiency in planning area, public priority and site significance, cost offsets/partnerships, at-risk/economically disadvantaged areas. The Parks and Recreation Department recognizes that some areas of the city that are built-out have a deficiency in both park acreage and facilities. When possible, development priority is given to the planning areas most deficient in park acreage and facilities. However, since much of the park funding is planning area specific, park development may occur most frequently in those planning areas that are experiencing rapid residential development and generating the most park funding.

The five criteria in the Development category and the proposed ranking system for prioritizing these projects are as follows:

		<u>Points</u>
1. <u>Park Acreage Deficiency in Planning Area</u> (30 points max)		
This criterion measures acreage deficiency for parks, open space, and trails. For example, if the project is for a neighborhood park, the acreage deficiency for neighborhood parks in that specific Planning Area will be analyzed to determined degree of deficiency.		
<input type="checkbox"/> A high acreage deficiency exists in the Planning Area for this type of park, open space, or trail.	(30 points)	_____
<input type="checkbox"/> A moderate acreage deficiency exists in the Planning Area for this type of park, open space, or trail.	(20 points)	_____
<input type="checkbox"/> A low acreage deficiency exists in the Planning Area for this type of park, open space, or trail.	(10 points)	_____
<input type="checkbox"/> No acreage deficiency exists in the Planning Area for this type of park, open space, or trail.	(0 points)	_____
2. <u>Park Facilities Deficiency in Planning Area</u> (25 points max)		
This criterion measures park facilities by facility type within a specific Planning Area. For example, if the project is a soccer field, the deficiency is measured only against the need for soccer fields in that Planning Area.		
<input type="checkbox"/> A high facilities deficiency exists in this Planning Area for this type of facility.	(25 points)	_____
<input type="checkbox"/> A moderate facilities deficiency exists in this Planning Area for this type of facility.	(15 points)	_____
<input type="checkbox"/> A low facilities deficiency exists in this Planning Area for this type of facility.	(5 points)	_____
<input type="checkbox"/> No facilities deficiency exists in this Planning Area for this type of facility.	(0 points)	_____

Points

- | | | |
|----|--|-------|
| 3. | <u>Public Priority and Site Significance</u> (20 points max)
If the project includes any of the following characteristics, it is awarded five points for each applicable characteristic. If none of the following are applicable, zero points are given under this criterion. | _____ |
| | <input type="checkbox"/> The project has strong neighborhood support.
<input type="checkbox"/> The project has strong business support.
<input type="checkbox"/> The project has a significant historical component.
<input type="checkbox"/> The project has a significant cultural component. | |
| 4. | <u>Cost Offsets / Partnerships</u> (15 points max)
If the project includes any of the following characteristics, it is awarded three points for each applicable characteristic. If none of the following are applicable, zero points are given under this criterion. | _____ |
| | <input type="checkbox"/> The park development project involves a non-profit and/or a public/private venture.
<input type="checkbox"/> The park development project involves a Neighborhood Association contributing financially to the project.
<input type="checkbox"/> The park development project involves a volunteer group.
<input type="checkbox"/> The park development project involves a Joint Use Agreement (e.g., school-park site, park/detention basin, etc.)
<input type="checkbox"/> The park development will generate revenue. | |
| 5. | <u>At-Risk and/or Economically Disadvantaged Areas</u> (10 points max)
If the park development project includes either of the following characteristics it is awarded the points associated with that characteristic. | |
| | <input type="checkbox"/> Project is situated within a recognized redevelopment zone (10 pts) | _____ |
| | <input type="checkbox"/> Project is not in redevelopment zone, but is situated within one-half mile of redevelopment zone (5 pts) | _____ |
| | Total Points for Development of New and Existing Parks category | _____ |