

**City of San Diego**  
**Parks and Recreation Board Meeting Minutes**  
**Thursday, January 18, 2024**

*“TO PROVIDE HEALTHY, SUSTAINABLE, AND ENRICHING ENVIRONMENTS FOR ALL”*

**Meeting Held by In Person and Teleconference:**

This meeting was held at the Balboa Park Club Ballroom and remotely using the Zoom Webinar platform and was streamed online. The public was invited to join the meeting by phone or computer, as well as invited to submit “Public Comments” in writing via a webform. The form was made available on the Parks and Recreation website at <https://www.sandiego.gov/park-and-recreation/general-info/boards>.

NOTE: Both verbal and written communication were used by Board Members, City staff, and presenters during the meeting. City staff also used the screen-share function to allow viewers to view content shared by the speaker which included PowerPoint presentations and websites.

Before the meeting was called to order, City staff read instructions to the public regarding technical procedures for making live public comment during the webinar.

<b>Members Present</b>	<b>Members Absent</b>	<b>City Staff Present</b>
Jon Becker Marcella Bothwell Rick Gulley Daniele Laman Dennis Otsuji René Smith Allison Soares	Nick Anastasopoulos Shaina Gross Evelyn Smith Pita Verdin	Michelle Abella-Shon Ryan Barbrick Kathleen Brand Sarah Erazo Andy Field Salome Martinez Louis Merlin Steve Palle Elvi Ricafort Shannon Scoggins Tom Tomlinson Gabriela Verendia

**CALL TO ORDER** – The meeting was called to order by Chair Marcella Bothwell at 2:05 pm.

**APPROVAL OF THE MINUTES OF NOVEMBER 16, 2023**

**MOTION/SECONDED:**

**Mr. Gulley/Mr. Becker**

A motion was made by Mr. Gulley to approve the minutes and seconded by Mr. Becker. The

motion was approved 6-0-1 and passed unanimously with the following vote: Yea: Jon Becker, Marcella Bothwell, Rick Gulley, Daniele Laman, Dennis Otsuji, René Smith, and Allison Soares. Recused: None. Abstained: Dennis Otsuji. Not Present: Nick Anastasopoulos, Shaina Gross, Evelyn Smith, and Pita Verdin.

**NON-AGENDA PUBLIC COMMENT:** Three members of the public provided comment:

**Brett Carter** discussed a proposal to convert the defunct lawn bowling at Rancho Bernardo Community Park behind the Ed Brown Senior Center with a new pickleball complex with 16 new courts. Under this proposal, the senior center would pay for the facility upgrades and would have nominal fees for use of the new pickleball courts if they are proposed.

**Sally Smull** noted concerns with brush management and whether the efforts are far behind and would they catch up by summer especially Emerald Hills. She noted erosion concerns on the bluffs at Emerald Hills Open Space.

**Robin Kaufman** from the Rancho Bernardo Community Recreation Group, Rancho Bernardo Community Planning Group, and Rancho Bernardo Community Council discussed a proposal to convert the defunct lawn bowling at Rancho Bernardo Community Park behind the Ed Brown Senior Center into a new natural turf sports court (rather than pickleball courts) for all to use free of charge. All three groups endorse this propose reuse of the defunct lawn bowling area.

**REQUESTS FOR CONTINUANCE:** None.

**COMMITTEE REPORTS:**

- Community Parks I Area Committee – Mr. Otsuji reported there was no meeting.
- Community Parks II Area Committee – Mr. Smith reported there was no meeting.
- Balboa Park Committee – Ms. Soares noted progress on the Botanical Building including yesterday's cupola installation. She reported that AEA Consulting continues its effort to hear from the public on how to prioritize projects in Balboa Park.
- Mission Trails Regional Park Citizens' Advisory Committee – Mr. Gulley reported the last meeting with January 9, 2024. Chair Dorothy Leonard discussed the proposed Regional Park Improvement Funds allocations, San Diego River Crossing Bridge project, Old Mission Dam Dredging, and the bilingual sign language program.
- San Diego Parks Foundation – Chair Bothwell raised over \$4 million in fund raising in its first five years of its existence. She also introduced the new San Diego Parks Foundation Chief Executive Officer and Executive Director Leona Sublet. Ms. Sublet made brief remarks introducing herself, overviewing her work history, and describing the work planned for the year ahead.

**CHAIR COMMENTS:**

Chair Bothwell had no other updates to report.

**BOARD MEMBER COMMENTS:**

Ms. Laman provided several updates to the Board:

- She asked to add Jeremy Henwood Memorial Park, Clay Neighborhood Park, and the future Chollas Triangle Park to the list of eligible Citywide Development Impact Fee projects for future reports. Director Field responded that yes, this can be accommodated, and Mr. Barbrick concurred.
- Ms. Laman noted the ad-hoc Mid-City Community Plan Update group continues to meet and has questions about the portion of the Citywide Needs Assessment related to the Mid-City Community Planning Area as well as how communities of concern can compete for funding. Director Field indicated he did not have enough information to respond. After the Board meeting, Director Field requested that the Planning Department attend an upcoming Board meeting to provide an update on the overall Mid-City Community Plan Update process and allow them to respond to Ms. Laman's questions.
- On December 17, 2023, U.S. Representative Sara Jacobs visited Chollas Lake to attend the Spirit of Giving, a community holiday celebration. She was very pleased to see Representative Jacobs attend the event and welcomed the opportunity to share the lake with her.
- The City Heights Community Recreation Group resumed meetings for the first time in several years.
- A request was made by fifth graders about closing the Franklin Elementary School Joint Use Area due to extensive the dog feces, alcohol use, and smoking materials. Currently, the joint use remains open in a limited capacity due to ongoing construction for the whole site modernization.

**DIRECTORS REPORT:** Director Field provided the Board with the following updates:

**Responses to Questions from November Meeting**

Director Field provided the following updates to questions and comments raised during the November Board meeting:

- During non-agenda public comment, a question arose about the status of the North DeAnza Cove Restrooms. These restrooms were damaged by fire, and repairs are underway and will take months to complete, since the electrical system and roof are being reconstructed. This will cost over \$125,000. While those repairs take place, temporary portable toilets are in place for public use. After the November board meeting comments, staff ordered two additional portable toilet units to help meet the demand for the facilities. These units are serviced daily.

- Mr. Smith asked for a list of golf facilities. Facilities operated by the Golf Enterprise Fund within the Parks and Recreation Department include three golf complexes: Balboa Park (18-hole and 9-hole), Mission Bay, and Torrey Pines (North and South). Other City properties currently providing golf on a lease basis include Carlton Oaks (portion), Colina del Sol (Pro Kids), Fairbanks Ranch Country Club, Mission Trails, Presidio Hills, Tecolote, and the Vineyard at Escondido.
- Ms. Laman asked for a single webpage that provides key public workshop and event dates, especially as related to master plan and general development plan workshops, groundbreaking and ribbon cutting ceremonies, press conferences related to parks, and similar activities. This webpage is currently under development and remains a coordination challenge given the wide variety of sources of meetings (community recreation groups, community planning groups, other City departments, nonprofit stakeholder groups, etc.). The first goal is to establish a list of events at parks.
- Mr. Gulley asked for an update on the proposed outdoor pickleball courts at Carmel Valley Recreation Center. A flyer was distributed (see below) that was to be held on November 14, 2023. Staff reviewed the outreach conducted and determined additional notification was needed in accordance with Council Policy 600-33 before the matter could be presented to the Carmel Valley Community Recreation Group. Converting multipurpose turf fields into outdoor pickleball courts would result in a change in park use and thus would require an amendment to the Carmel Valley Community Park General Development Plan. The first workshop was rescheduled and took place on January 9, 2023.

### CITY OF SAN DIEGO PROJECT NOTIFICATION BULLETIN NOTICE

#### POTENTIAL DEVELOPMENT OF OUTDOOR RACKET SPORTS FACILITY IN CARMEL VALLEY COMMUNITY PARK

PUBLIC WORKSHOP TO DISCUSS GDP AMENDMENT TO THE PART OF CARMEL VALLEY COMMUNITY PARK LOCATED WEST OF THE CARMEL VALLEY REC CENTER

**DATE:** Tuesday, 14th of November, 2023

**TIME:** 7PM

**LOCATION:** Carmel Valley Recreation Center



**Project Scope:** This is a community meeting to discuss the opportunity to utilize the part of the Carmel Valley Community Park that is located west of the Rec Center, for a public outdoor racket sports facility with Pickleball and Padel courts and potentially a small clubhouse with concessions. For the proposed project to be carried out, a GDP amendment will be needed.

**Project Location:** 3777 Townsgate Dr, San Diego, CA 92130

**Project Contacts for Questions:**

Project Manager: Frederik Andersen, 858 616-7213, [frederikwitttrup@gmail.com](mailto:frederikwitttrup@gmail.com)  
City of San Diego: Miranda Gauss, Park Designer, 619 787-1664, [mgauss@sandiego.gov](mailto:mgauss@sandiego.gov)

### **Coastal Infrastructure Update:**

Coastal areas were hit hard during the king tides of late December and early January. Here are some notable issues that have emerged in wake of the event.

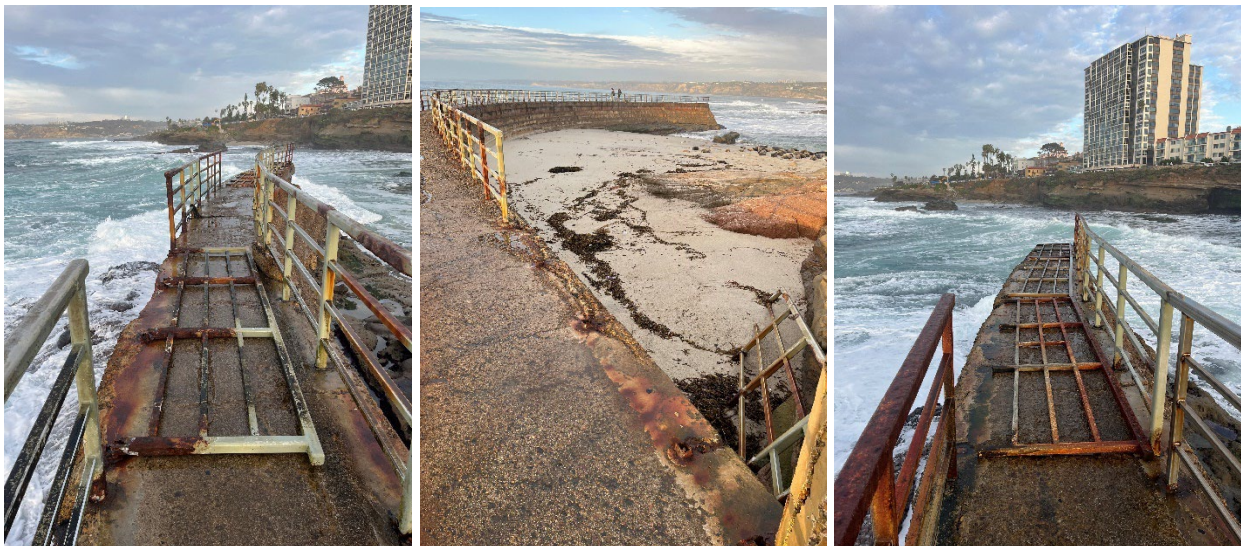
**Crystal Pier:** The king tides during the final week of December and earlier in January damaged or destroyed some of the braces and supports on the City-owned section of the

pier. An emergency was declared due to the damage, and Engineering and Capital Projects Department have commenced a project to repair the damaged and missing braces and supports. Once this work is completed, the western portion of the pier may reopen to the public.

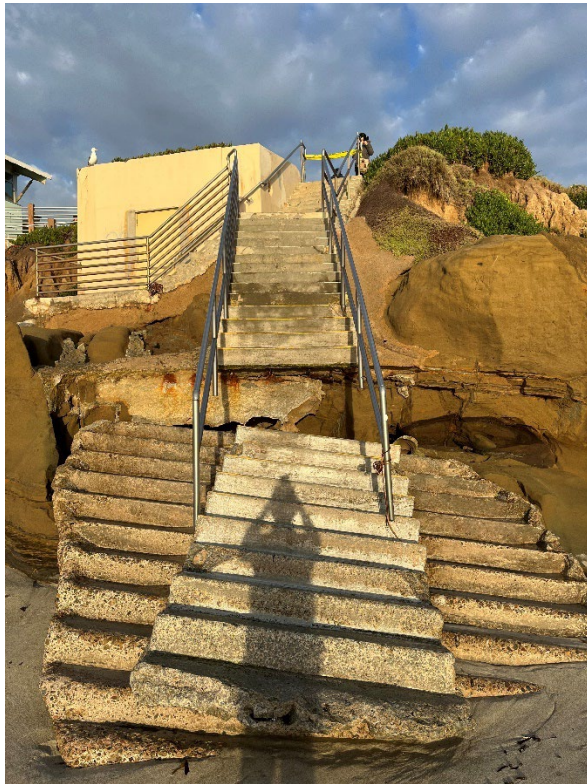
**Ocean Beach Pier:** On November 27, 2023, the Engineering and Capital Projects Department provided an update on the preferred alternative for the replacement of the Ocean Beach Pier. Meanwhile, the existing pier has taken additional damage. After being closed last fall, the king tides during the final week of December and earlier in January further damaged the pier, including the loss of a pile (pillar) supporting a section of the pier. The pier remains closed and is being evaluated for next steps.



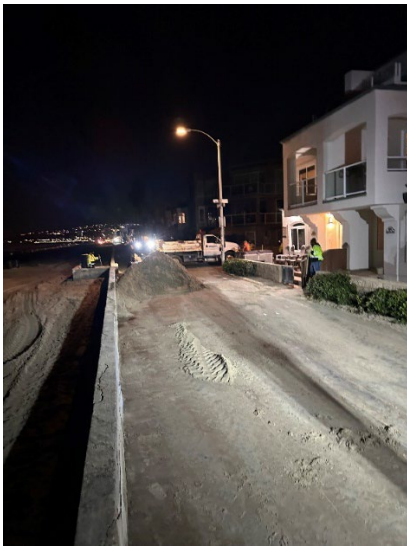
**Children's Pool Breakwater:** The king tides during the final week of December and earlier in January damaged several sections of handrails on top of the breakwater. As a result, the walkway on top of the breakwater is closed until new handrails can be fabricated and installed. This process is expected to take several months. Staff placed an order for replacement railings immediately after discovering the damage.



**South Casa Stairs:** South Casa Beach is located near Children's Pool in La Jolla. The king tides during the final week of December and earlier in January further damaged the stairs, making them impassable. The lower section is now disconnected from the upper section as shown in the following photographs. Staff is evaluating next steps to restore access to the beach.



**Mission Beach Boardwalk:** Like the January 2023 king tides, surf once again pushed through and over the seawall and bulkhead, leaving sand and debris on the full length of the Mission Beach Boardwalk. Staff removed the sand through the first week of January 2024 to restore safe conditions and remove piles of sand and debris.



**DeAnza Master Plan Update:**

The De Anza Natural and the final PEIR went to the Planning Commission on December 7, 2023. The plan will next move forward for City Council consideration.

**Chollas Creek Watershed Regional Park Master Plan Update:**

During the November Board meeting, questions arose about the involvement of the Kumeyaay Nation in the development of the Chollas Creek Watershed Regional Park Master Plan update. Planning Director Heidi Vonblum corresponded with Chollas Valley Planning Group Chair Sally Smull via email on November 27, 2023. Director Vonblum offered the following information to Ms. Smull: Coordination and input from the Kumeyaay Nation is of great importance in the planning efforts for the Chollas Creek Watershed Regional Park Master Plan. Knowing that there has been some concern that the planning effort has begun and will finish without this important input, Director Vonblum noted that is not the case as outreach efforts are underway. Planning Department intends to release a draft plan in Spring

2024 that is intended to be approximately 25 percent of its ultimate content, outlining a preliminary framework for the master plan. This first draft will not go out until Planning Department receives input and coordinates with the Kumeyaay Nation. Even after the first initial draft goes out, the Planning Department is committed to ongoing engagement. The primary purpose of a first draft is to elicit the most productive feedback and center the discussion on areas of greatest importance to the community.

**Balboa Park Updates:**

**Forever Balboa Park Special Use Permit (SUP):** The City and Forever Balboa Park have entered into a new Special Use Permit (SUP) agreement effective January 1, 2024. This new three-year agreement allows Forever Balboa Park to perform miscellaneous maintenance projects throughout the park, including ongoing work via their existing Tree Steward, Garden Steward, and Trail Steward programs.

**Spanish Village Special Use Permit (SUP):** The City and the Spanish Village Arts Foundation have entered into a new Special Use Permit (SUP) agreement effective January 1, 2024. An informational update will be provided to stakeholders and Balboa Park Committee in the spring (likely March or April) to share details on this new arrangement, which includes requirements for greater participation at the Balboa Park Committee each month.

**NAT Museum Exterior Garden Project:** Construction on the NAT Museum's demonstration garden surrounding the exterior of the museum building has officially begun. A groundbreaking ceremony will be held later this month with Mayor Gloria and other parkwide stakeholders. The project includes landscaping, interpretative signage and naming and recognition components. The project is expected for completion in the summer.

**Botanical Building Phase I:** The City's project management team for the Botanical Building project plans to reinstall the cupola back onto the top of the building January 17, 2024 beginning at 8 a.m. Interested stakeholders are invited to attend watch the installation from the Botanical Building lawn.

**Botanical Building Phase II:** Forever Balboa Park (FBP) has retained Spurlock to design Phase II of the Botanical Building restoration, which will include exterior gardens, lighting, and a recreation of the historic pergola. FBP will soon conduct a workshop with the Balboa Park Committee to collect feedback on the proposed project design.

**Balboa Park Restrooms:** An informational item and workshop was held on January 11, 2024, at the Balboa Park Committee meeting. The restrooms slated for restoration or new construction include Morley Field, Palisades, Village Grill (new), Spanish Village, and the Organ Pavilion. Additional input will be sought from the Balboa Park Committee and stakeholders as the projects move forward through the City process.

**Balboa Park Cultural Partnership (BPCP) Experience Plan:** The BPCP provided an informational update to the Balboa Park Committee at the January 11, 2024, meeting on their work to create an experience plan for Balboa Park. Next month, BPCP will return to the Balboa Park Committee for a workshop on the information provided last night to collect feedback and input from the public on what they want to see from this future program.

**Prioritization Framework Community Workshops:** The Department has engaged AEA Consulting to develop a Prioritization Framework for future Balboa Park capital projects. The goal of this project is to help identify strategic priorities for future investment in Balboa Park and to inform future decision-making and provide better alignment between available resources and what residents want to experience when they visit. We need your help in two specific ways.

First, the City is deploying a public survey to collect resident and stakeholder feedback on priorities for Balboa Park. Please make your voice heard: <https://www.research.net/r/7PCDRRX>.

Second, the City (via AEA) will also be hosting four public engagement sessions to gather additional public input. Please mark your calendars for one of these sessions:

*Tuesday, January 30 at Bankers Hill Club  
6 p.m. to 8 p.m.  
3030 Front Street  
San Diego, CA 92103*

*Wednesday, January 31 at Santa Fe Room / Balboa Park Club  
6 p.m. to 8 p.m.  
2150 Pan American Road, West  
San Diego, CA 92101*

*Thursday, February 1 at Golden Hill Rec Center  
6 p.m. to 8 p.m.  
2600 Golf Course Drive, Suite B  
San Diego, CA 92102*

*Thursday, March 7 at Balboa Park Committee Meeting at Balboa Park Club  
6 p.m. to 8 p.m.  
2150 Pan American Road, West  
San Diego, CA 92101*

**Luxury Picnics:** The Department has established guidelines for luxury picnic operators to follow while doing business on City parkland and beaches. Examples of luxury picnics include chair and towel set up, propane grill set up, and various games/activities.

A park-use permit is required for all picnics regardless of the size. No picnics may be set up on City beaches (no sand). District Manager Vicky Hara is the lead point of contact and can be reached at [vhara@sandiego.gov](mailto:vhara@sandiego.gov) or 619-525-8263.

**Permitting Guidelines:** Permittees must complete the following steps to obtain a permit for a luxury picnic.

- Obtain a park use permit (regardless of event size) at <https://www.sandiego.gov/sites/default/files/parkusepermitapp.pdf>

- Follow all Department rules and regulations including those listed at <https://www.sandiego.gov/park-and-recreation/parks/rules>, including no glass and no alcohol
- Provide a copy of Certificate of Liability with the endorsement page with the City of San Diego named as an additional insured party
- Pay applicable fees per the Department Fee Schedule found at <https://www.sandiego.gov/sites/default/files/prfeeschedule.pdf>
  - Ground use fees will apply for all events 50 and over
  - Special Equipment Fee: \$24.85 per day, per piece of equipment
  - Opportunity Fund Fee: (Less than 50)
    - Commercial: \$5.18 per hour
    - Non-Profit/Non-Commercial: \$1.04 per hour
  - **OR**-Opportunity Fund Fee: (Over 50)
    - Commercial: \$15.53 per hour
    - Non-Profit/Non-Commercial: \$10.36 per hour
- Limit the picnic to a two (2) hour minimum and four (4) hours maximum with only one (1) permitted picnic per day/per location
- Ensure emergency access points are kept clear and unimpeded

Locations:

Mission Bay Parks:

- Fanuel Park (50)
- Sunset Point (150)
- Ventura Cove (200)
- Playa I (300)
- Vacation Isle West (200)

Shoreline Parks:

- Ellen Browning Scripps South (80)
- Saratoga Park (75)
- Sunset Cliff-South Cuvier (10)
- South Palisades (requires a Reservation of Space and CEQA/NORA process)  
<https://www.sandiego.gov/sites/default/files/reservationofspace.pdf>

Balboa Park:

- Botanical Lawn East (100) Not available until Summer 2024
- Botanical Lawn West (100) Not available until Summer 2024
- The Arbor (75)

**Budget Updates:**

During today's meeting, staff has a brief informational update on the status of the budget.

**Employees of the First Quarter of Fiscal Year 2024:**

Director Field recognized the following **Parks and Recreation Department Employees of the Quarter** for the first quarter of Fiscal Year 2024:

- **Anthony Buggs**, Grounds Maintenance Worker II, who worked hard leading up to the preparation of the special event “Clairemont Family Day”, in which he worked the entire day of the event, keeping it running like a well-oiled machine, on top of keeping his park looking immaculate.
- **Charles “Scott” Seyfried**, Grounds Maintenance Manager, went above and beyond his responsibilities during this last quarter repairing multiple erosion issues from heavy rains which, if not repaired, could have resulted in claims against the City.
- **Daniel Blankevoort**, Grounds Maintenance Worker II, who has performed at an outstanding level this quarter has taken on several projects which leads to the overall success of Colina Del Sol while assisting other areas outside of his normal work location.
- **Danny Allen**, Golf Operations Assistant, who with his calm and pleasant demeanor was able to deescalate a very difficult situation between a group of golfers, where one of the golfers was visibly upset, and without Danny’s help, the incident may have been much worse.
- **Israel Solis**, Grounds Maintenance Worker II, who demonstrates excellent leadership and communicates with the public exceptionally well, is assigned to Alcott Joint Use field where he has been tirelessly working towards getting the park back to an adequate space since the power to the irrigation controls went out almost a year ago, where he hand-waters the field every single day.
- **Kassandra Tizoc**, Recreation Leader I, who educates patrons at the City Heights Swim Center with how to be safe, has prevented many accidents while using the facility, and continues to be impressive with her high work ethic and the pride she takes in having a facility that is welcoming and pleasant to all that enter.
- **Rosa Abrego**, Supervising Management Analyst, who took in the task of implementing the Citywide Maintenance Division restructure for Fiscal Year 2024, and because of her attention to detail was able to catch an error on a Purchase Requisition that ended up saving thousands of dollars to Developed Regional Parks Division along with other departments.
- **Sharon Moninger**, Therapeutic Recreation Specialist, who administers quality programs for people recovering from a behavioral health diagnosis conducted a successful special event for over 150 participants, and met all volunteer needs for TRS, recruiting and orienting hundreds of volunteers throughout the summer.
- **Xitlally Bautista**, Pool Guard I, who has made a meaningful impact on the City Heights Swim Center by training new guards this past summer, and her quality of work is evident in the attention to detail that she created in new learn to swim certificates.

**Recreation Programs:**

Deputy Director Sarah Erazo has an informational update for the Board related to Come Play Outside on today’s Board agenda.

**Parks Master Plan Update:**

Funding has not yet been allocated to conduct the second phase condition assessments are due for all park amenities including buildings, restrooms, and playgrounds.

	Implementation Action Item	Description	Current Status	Potential Schedule	Planned Next Steps
1	Park Condition Index	A condition assessment of park assets Citywide	First Round Completed	Begin next iteration once funding identified	Need to secure funding for next round of condition assessments for park buildings, restrooms, playgrounds, etc.
2	Citywide Recreational Value Point Assessment	Evaluation of parks Citywide to determine the total recreational value within the City's park system.	Underway	Short-Term (FY23-25)	Planning Department is evaluating each existing park to develop a Recreation Value Point (RVP) score
3	Park Project Priority Implementation List - now part of EQUITY FORWARD and Recreation Equity Audit Response	Evaluation of community plans, unfunded park improvement list, unfulfilled general development plans, and public input to develop a comprehensive prioritized list of park projects.	Underway	Short-Term (FY23-25)	Planning Department introduced equity forward to P&R Board in March 2023. Park Asset Management is currently updating the Unfunded Park Improvements list. Citywide Recreation Services Division is preparing RFP for recreation needs assessment
4	PMP Equitable Stakeholder Engagement Framework and Non-profit Programming Working Group - now part of EQUITY FORWARD	Development of a public outreach program centered on park equity to ensure the involvement of local stakeholders during Parks Master Plan implementation.	Underway	Short-Term (FY23-25)	Planning Department introduced equity forward to P&R Board in March 2023

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	<b>Implementation Action Item</b>	<b>Description</b>	<b>Current Status</b>	<b>Potential Schedule</b>	<b>Planned Next Steps</b>
5	Parks Need Index - now part of EQUITY FORWARD	Systematic evaluation of park metrics related to quantity, quality, safety, and accessibility to develop an index identifying areas of the City with the greatest park needs.	Underway	Short-Term (FY23-25)	Planning Department introduced equity forward to P&R Board in March 2023
6	Chollas Creek Watershed Regional Park Master Plan	Development of the Chollas Creek Watershed Regional Park Master Plan	Underway	Short-Term (FY22 - FY26)	Planning Department began the needs assessment in FY 2024, with presentation to the Parks and Recreation Board in November 2023
7	Park Design Assistance Group Feasibility	Evaluate the feasibility and actions needed to form a Citywide Park Design Assistance Group	Under analysis for next steps	Ongoing	Feasibility of creating this group while complying with Charter 43 and SDMC §26.30 requirements for Parks and Recreation Board membership has been difficult. A standalone committee for this function was not approved. A less formal group of volunteers may be a more appropriate way to provide this service. Park Asset Management has the lead on this.

	<b>Implementation Action Item</b>	<b>Description</b>	<b>Current Status</b>	<b>Potential Schedule</b>	<b>Planned Next Steps</b>
8	Update Council Policy 600-33 - Public Notification and Input for Citywide Park Development Projects	Update Council Policy 600-33 with input from stakeholders to ensure greater public involvement and to streamline the park development process	Preliminary planning	Medium-Term (FY24-26)	Park Asset Management will coordinate with Equitable Stakeholder Engagement Framework effort to update this council policy, which also needs to incorporate recent changes to Council Policy 000-32.
9	Citywide Trails Master Plan	Comprehensive plan to guide trail and open space park planning which complements the City's MSCP commitments	Preliminary planning/ pending funding	Medium-Term (FY24-FY26)	Planning Department has commenced work, but both departments will need to seek future budgetary resources for the trails master plan.
10	Updates to critical Resource-Based Park and National Historic Landmark Master Plans	Update 1 to 2 resource-based Park Master Plans, with a focus on increasing equitable access to these resources	Hold pending funding	Ongoing	Parks and Recreation Department will seek future budgetary resources in Open Space Division for natural resource management plans; this will also address Climate Action Plan goals
11	Parks and Programming Communications Plan	Development of a communication plan to ensure all San Diegans are aware of the parks, programs, and facilities.	Hold pending funding	Long-Term	Citywide Recreation Services recently filled two positions involved in marketing, but remaining needed positions to create and execute a plan are not funded.

	Implementation Action Item	Description	Current Status	Potential Schedule	Planned Next Steps
12	Alternative Park Funding Mechanism Analysis for Capital Park Projects	Review of all possible funding strategies including grants, bonds, and tax measures for capital park projects	Not yet underway	Long-Term	Citywide Park Development Impact Fee action with Five-Year Outlook is going to City Council in February 2024.
13	Alternative Park Funding Mechanism Analysis for Maintenance and Operation	Review of all possible funding strategies including grants, bonds, and tax measures for park maintenance and operation.	Not yet underway	Long-Term	No action has been taken yet.
14	Park Funding Prioritization Policy and Forecast	Strategy to guide specific prioritization of park funds based on the evaluation of park-related metrics, to ensure that park investments in the areas with the greatest needs are prioritized. 5-year park funding forecast to ensure taxpayer funds are being allocated in line with Citywide goals.	Not yet underway	Long-Term	Engineering & Capital Projects finished update to Council Policy 800-14. The Park Needs Index is needed but should follow other items listed above, including the needs assessments.
15	Amend Consultant's Guide to Park Design and Development	An update to the Consultant's Guide bringing it in line with the policies and goals outlined in the Parks Master Plan	Not yet underway	Long-Term	None yet
16	Recreation Center and Aquatic Complex Equity Tool	Comprehensive review of the City's Recreation Centers and Aquatic Complexes to ensure better access for all San Diegans	Not yet underway	Long-Term	None yet

**Community Recreation Groups and Council Policy 700-42 Reform:**

Staff members continue their efforts to prepare a draft council policy for interested stakeholders. This will begin with a draft that incorporates the approved Community Planning Group Council Policy 600-24 and improves upon the work of the Board from 2019 to create a new Council Policy 700-42. Once a draft is ready for a workshop, staff will bring that forward for Board consideration.

Area Committee reform will be a part of this effort. In recent experience, the meetings have been all information sharing with few action items and difficulty securing a quorum. One option may be to create a standing, online/virtual workshop to allow Community Recreation Group members to receive information directly from Department leadership on topics of shared concern, such as budget development, recreation center funds, recreation equity, fees and charges, process improvements, and similar topics.

**Upcoming P&R Board Agenda Items:**

- Grants Update – February
- Five-Year Capital Outlook – February
- New Department Webpage with Resources for Upcoming General Development Plan Workshops – February
- Mission Bay Lease Revenues Audit – February
- Animal Services Update – March
- AgeWell and Therapeutic Recreation Services Update – April
- Proposed Fiscal Year 2025 Budget – April
- Recreation Center Fund and Opportunity Fund Budgets – May
- Open Space and Canyonlands Update – TBD

**Other Topics for Discussion:**

Mr. Otsuji asked about the funding plans, strategic plan, and upcoming projects for Forever Balboa Park. Director Field and Ms. Soares indicated this plan is an upcoming information item at the Balboa Park Committee later this year.

Mr. Smith requested an update from Open Space and Canyonlands. Director Field concurred and will ask for that update later this year.

Ms. Soares expressed gratitude and thanks for the quick action of the parks staff in cleaning up the damage caused by natural forces during this winter. Chair Bothwell noted the speed with which Department staff responded to cleaning the sand and debris on the boardwalk areas.

**REQUEST FOR CONTINUANCE:** None

**DISCUSSION ITEMS:**

**101. Parks and Recreation Board Report 2023**

Director Field presented the annual Board Report for 2023.

Mr. Smith moved to approve the report with the following amendments: (1) add the DeAnza ad hoc committee meeting dates to the list of Board meeting dates and (2) amend the “Concerns or Suggestions to Bring to City Council” section of the report to read that “The Parks and Recreation Board is seriously concerned by the lack of appropriate funding for the near term implementation of required and agreed upon actions from the 2021 approved Parks Master Plan. Those concerns should be presented to the appropriate City Council committees in the near term when the required two-year report is presented.” Ms. Laman seconded the motion.

The motion was approved 6-1-0 and passed with the following vote: Yea: Jon Becker,

Marcella Bothwell, Rick Gulley, Daniele Laman, René Smith, and Allison Soares. Nay: Dennis Otsuji. Recused: None. Abstained: None. Absent: Nick Anastasopoulos, Shaina Gross, Evelyn Smith, and Pita Verdin.

**Public Comment:** None.

**Board Comment:**

Ms. Laman asked if SDMC 26.30 had been changed to include Parks Master Plan. Director Field indicated it had not. Ms. Laman asked if there is a running list of planned code amendments. Director Field stated yes, a series of park ranger-related code amendments are the current priority.

Mr. Smith moved to approve the report with the following amendments: (1) add the DeAnza ad hoc committee meeting dates to the list of Board meeting dates and (2) amend the “Concerns or Suggestions to Bring to City Council” section of the report to read that “The Parks and Recreation Board is seriously concerned by the lack of appropriate funding for the near term implementation of required and agreed upon actions from the 2021 approved Parks Master Plan. Those concerns should be presented to the appropriate City Council committees in the near term when the required two-year report is presented.” Ms. Laman seconded the motion.

**INFORMATION ITEMS:**

**201. Come Play Outside Report 2023**

Ms. Martinez presented the status of the Come Play Outside program including the plans for growth and improvement in 2024.

**Public Comment:**

Sally Smull asked if Encanto can be swapped into the Parks After Dark Program. Ms. Martinez noted the program will continue with four sites. If additional funds are located, Encanto can be considered with other sites for the programs.

**Board Comment:**

Ms. Laman reviewed the numbers and asked for the list of day camp sites. She asked if a pool can be added for Council District 3 to the Come Play Outside Program.

Ms. Soares appreciates the staff work associated with the summer movies programs and the consistency she observed in professionalism between sites.

Chair Bothwell agreed and mentioned that she looks forward to the expanded efforts with Ms. Sublet from the San Diego Parks Foundation.

Mr. Smith appreciates the work done to date with limited resources.

**202. Developer-Built Parks Fee Schedule**

Ms. Scoggins presented the proposed fee schedule amendment, which will allow the Department to charge developers for plan checks and reviews.

**Public Comment:** None

**Board Comment:**

Mr. Becker asked how the process would work for general development plans. Ms. Scoggins

indicated the initial amount would be between \$3,000 and \$10,000. Initial deposit would be higher for more complex, larger projects.

Ms. Otsuji is pleased to see this role in Parks and Recreation Department and emphasized the need for maintenance to be considered.

### **203. Fiscal Year 2025 Budget Development Calendar**

Director Field presented the calendar of key dates for the monitoring of the Fiscal Year 2024 budget and the development of the Fiscal Year 2025 budget. This report is located at <https://www.sandiego.gov/sites/default/files/fy2022keydates.pdf>.

Some upcoming key reports to be issued include:

- January 12, 2024 – Fiscal Year 2025–2029 Five-Year Capital Infrastructure Planning Outlook
- January 29, 2024 – Fiscal Year 2025 Updated City Council Budget Priorities
- February 2, 2024 – Fiscal Year 2024 Mid-Year Budget Monitoring Report
- April 15, 2024 – Mayor’s Proposed Fiscal Year 2025 Budget

Director Field indicated that all City departments were asked to provide two percent reduction targets and advised that few addition requests for the budget would be approved. The Independent Budget Analyst prepared a report benchmarking the budget development process of other major cities, and the City may adjust its budget hearing and deliberative process this spring after the Mayor’s Proposed Budget is released. Currently, City Council is developing the next iteration of budget priority memos to help inform the mid-year budget process.

**Public Comment:** None

**Board Comment:**

Mr. Otsuji is glad the City Council is reviewing the process and is interested to see how the budget hearings are conducted in May.

**ADJOURNMENT:** The meeting was adjourned at 3:49 p.m.

Copies of the reports, attachments, PowerPoint presentations, and audio-video recordings can be found on the Parks and Recreation Department website at <http://www.sandiego.gov/parkandrecboard/reports>.

**Next Calendared Meeting: February 15, 2024 at 2:00 p.m.**

Submitted by,

A handwritten signature in blue ink, appearing to read "A. Field", is written over a horizontal line.

Andy Field  
Director  
Parks and Recreation Department