



San Diego Parks and Recreation Board and Regional Park Improvement Fund Oversight Committee

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS – 2023

MISSION DUTIES OF THE ADVISORY BOARD

What is the mission and duties of the Advisory Board, as established by the Municipal Code?

The Parks and Recreation Board was created by the City Council under City Charter Section 43(a) and San Diego Municipal Code Section 26.30 to serve the following roles:

- Serves as an advisory board on matters relating to the acquisition, development, maintenance, and operation of parks, beaches, and recreation properties and facilities
- Reviews and considers adoption of new and amended General Development Plans for parks and recreation facilities in accordance with Council Policy 600-33
- Provides feedback on the operating/capital budget, the Parks Master Plan, various park master and precise plans, policies/procedures, recreational programming, maintenance, and operations.
- Considers requests for new names for parks and park amenities in accordance with Council Policy 900-20

The Regional Park Oversight Committee serves the following roles under City Charter Section 55.2:

- Meets at least quarterly
- Reviews the implementation of Charter Section 55.2 and the annual audit
- Recommends priorities for expenditures and capital improvements in accordance with the regional park master plans
- Receives reports to ensure the funds are collected, segregated, retained, allocated, and expended in accordance with the intent of City Charter Section 55.2

ACTIONS TAKEN BY THE ADVISORY BOARD

Please write a summary of the actions taken by the Advisory Board that year.

As indicated in City Charter Section 43, the **Parks and Recreation Board** is consultative and advisory to the Mayor, Council, and City Manager, as the case may be, but not to direct the conduct of any Department or Division. The Parks and Recreation Board provides recommendations to the Parks and Recreation Department Director for updates to the recreation element for community plan updates; new or modified park master plans, precise plans, and/or general development plans (including the Play All Day Program for joint use facilities with San Diego Unified School District); and naming and renaming park facilities. See <https://www.sandiego.gov/parkandrecboard/meetings> for more information.

Report Subject	Report Number	Type of Item	Date of Meeting
Adoption of Parks and Recreation Board Meeting Calendar 2023	101	Action	1/19/23
Adoption of Parks and Recreation Board Report 2022	102	Action	1/19/23
Adoption of Proposed Letter to City Planning Department to Request Modifications to Parks and Recreation Board Involvement in the Community Plan Update Process	103	Action	1/19/23
City of San Diego Budget Calendar and Process (FY24)	201	Information	1/19/23
Montezuma Neighborhood Park General Development Plan Amendment	101	Action	2/16/23
Eastbourne Neighborhood Park General Development Plan	102	Action	2/16/23
Shoal Creek Neighborhood Park General Development Plan	103	Action	2/16/23
Walden Neighborhood Park General Development Plan	104	Action	2/16/23
Status of Playground Structure Replacement – Dennis V. Allen Park	201	Information	2/16/23
Office of Child and Youth Success Overview	202	Information	2/16/23
Age Friendly San Diego Update	203	Information	2/16/23
State Grants Update	204	Information	2/16/23
City of San Diego Five-Year Capital Outlook	205	Information	2/16/23
Brown Act Training for the Parks and Recreation Board	206	Information	2/16/23

Report Subject	Report Number	Type of Item	Date of Meeting
Naming of McGonigle Canyon Neighborhood Park to Solterra Vista Neighborhood Park	101	Action	3/16/23
Opportunity Fund Council Policy	102	Action	3/16/23
Equity Forward – Community Engagement Process on the City's Capital Improvements Program Budget, Capital Funding Sources, and Needs Assessment	201	Information	3/16/23
Parks and Recreation Department Tactical Equity Plan	202	Information	03/16/23
Parks and Recreation Department Webpage Updates	203	Information	03/16/23
Parks and Recreation Board Bylaws Update	204	Information	03/16/23
Proposed Renaming of Undeveloped Southwest Neighborhood Park to Grove Neighborhood Park	101	Action	04/20/23
Proposed Fiesta Island Dog Owners (FIDO) Rock Memorial in Mission Bay Park	102	Action	04/20/23
Allied Gardens Community Park Proposed General Development Plan Amendment for Dog Off-Leash Area	104	Action	04/20/23
Willie Henderson Sports Complex Proposed General Development Plan Amendment	105	Action	04/20/23
Proposed Allocations of Citywide Park Development Impact Fees	106	Action	04/20/23
Proposed Subcommittee for De Anza Natural Amendment	107	Action	04/20/23
Draft De Anza Natural Amendment to the Mission Bay Park Master Plan – A Balance of Uses	201	Information	04/20/23
San Diego Canyonlands	202	Information	04/20/23
Fiscal Year 2024 Proposed Budget	203	Information	04/20/23
Proposed Fiscal Year 2024 Recreation Center Fund, Fiscal Year 2024 Opportunity Fund Budgets, and 2023 Recreation Equity Report	101	Action	05/18/23
Animal Services Contract	201	Information	05/18/23
Constant Contact Parks Email Sign up Demonstration	202	Information	05/18/23
Childcare on Parkland Update	203	Information	05/18/23

Report Subject	Report Number	Type of Item	Date of Meeting
Community and Neighborhood Services Committee Priorities	204	Information	05/18/23
Parks and Recreation Department Overview	301	Workshop	05/18/23
Proposed Modifications to Parks and Recreation Board Bylaws	101	Action	06/15/23
Proposal for Maruta Gardner Memorial Plaque at the Maruta Gardner Playground on Bonita Cove	102	Action	06/15/23
Proposed Renaming of 3Roots Community Park to Bruce Brown Memorial Park	103	Action	06/15/23
University Community Plan Update	201	Information	06/15/23
Inclusive Public Engagement Guide	202	Information	06/15/23
San Diego High School (SDHS) – Balboa Park Connections Working Group Spring 2023 Status Report	203	Information	06/15/23
Pickleball and Tennis	301	Workshop	06/15/23
Proposed renaming of Mountain View Community Park to Neal Petties Mountain View Community Park	101	Action	07/20/23
Appointment of Marcella Bothwell as Board Chair and Dennis Otsuji as Vice Chair	102	Action	07/20/23
Adoption of the De Anza Natural Amendment to the Mission Bay Park Master Plan and Programmatic Environmental Impact Report (SCH #2018061024	103	Action	07/20/23
Proposed naming of Southcrest Community Park Ball Field to Shelley Curtis White Field	101	Action	09/21/23
Federal Boulevard Pocket Park General Development Plan	102	Action	09/21/23
Expressive Activity Guidelines	201	Information	09/21/23
Update – Measure H Implementation	202	Information	09/21/23
Update – Outdoor Preschool Nature Camps	203	Information	09/21/23
Balboa Park Natural History Museum Gardens Donor Acknowledgement and Interpretive Signage Program	101	Action	10/19/23
Clay Neighborhood Park Proposed General Development Plan Amendment	102	Action	10/19/23
2023 Golf Operations Division Business Plan Update	201	Information	10/19/23

Report Subject	Report Number	Type of Item	Date of Meeting
Parks and Recreation Webpage Update	202	Information	10/19/23
Calendar Year 2024 Parks and Recreation Board Meeting Dates	101	Action	11/16/23
Chollas Creek Watershed Regional Park Master Plan Project Update	201	Information	11/16/23
Joint Use Program with School Districts Annual Update	202	Information	11/16/23
Expressive Activity Update – Coastal Areas	203	Information	11/16/23

The **Regional Park Improvement Fund Oversight Committee** approved the Regional Park Improvement Fund Budget and approved reallocations of Regional Park Improvement Fund between capital improvement projects.

Report Subject	Report Number	Type of Item	Date of Meeting
Proposed Fiscal Year 2024 Regional Park Improvement Fund Budget – Proposed Allocations Recommendations	101	Action	1/19/23
Mission Bay Lease Revenue Statistics	201	Information	1/19/23
Regional Park Improvement Funded Projects Update	201	Information	2/16/23
Fiscal Year 2024 Regional Park Improvement Funds – Proposed Allocations Recommendations	101	Action	3/16/23
Reallocation of Funds for Quince Drive Run-Off Erosion Control Emergency	101	Action	6/15/23
Allocation of Regional Park Improvement Funds to Various Projects	101	Action	7/20/23
Regional Park Improvement Funded Projects Update	201	Information	9/21/23
Reallocation of Regional Park Improvement Funds for CIP Mid-Year Action	101	Action	10/19/23
Fiscal Year 2025 Regional Park Improvement Fund Budget Allocations	201	Information	10/19/23
Fiscal Year 2023 Mission Bay Lease Revenue Statistics	201	Information	11/16/23

ADVISORY BOARD MEETINGS

What are the number of Advisory Board meetings and what were the issues discussed?

For both the Parks and Recreation Board and the Regional Park Improvement Fund Oversight Committee, the various issues discussed included new or modified park master plans, precise plans, and/or general development plans (including the Play All Day Program for joint use facilities with San Diego Unified School District); naming and renaming park facilities; Regional Park Improvement Fund Budget approval; and reallocations of Regional Park Improvement Fund between capital improvement projects. In 2023, five ad-hoc committee meetings were held for the DeAnza Amendment to the Mission Bay Park Master Plan.

The Regional Park Improvement Fund Oversight Committee met its requirement to have quarterly meetings per City Charter Section 55.2.

Ten Parks and Recreation Board Meetings (dark in August and December):

- 1/19/23
- 2/16/23
- 3/16/23
- 4/20/23
- 5/18/23
- 6/15/23
- 7/20/23
- 9/21/23
- 10/19/23
- 11/16/23

Eight Regional Park Improvement Fund Oversight Committee Meetings:

- 1/19/23
- 2/16/23
- 3/16/23

- 6/15/23
- 7/20/23
- 9/21/23
- 10/19/23
- 11/16/23

Five De Anza Ad Hoc Committee Meetings:

- 5/23/23
- 6/13/23
- 6/20/23
- 6/27/23
- 7/06/23

MEETING CANCELLATIONS

What are the number of meetings cancelled and what are the reasoning?

The following meetings were cancelled or not held for the reasons listed:

- April 2023 no agenda items (RPIF)
- May 2023 no agenda items (RPIF)
- August 2023 no calendared meeting (August is dark)
- December 2023 no calendared meeting (December is dark)

AVAILABLE OPPORTUNITIES

Please write a summary of the actions taken by the Advisory Board that year.

As indicated in City Charter Section 43, the **Parks and Recreation Board** is consultative and advisory to the Mayor, Council or City Manager, as the case may be, but not to direct the conduct of any Department or Division. The **Parks and Recreation Board** provides recommendations to the Parks and Recreation Department Director related to the Parks Master Plan; updates to the recreation element for community plan updates; new or modified park master plans, precise plans, and/or general development plans (including the Play All Day Program for joint use facilities with San Diego Unified School District); and naming and renaming park facilities. The Board also received informational updates on a variety of topics such as budget development, grants, capital projects, and the annual budget.

The **Regional Park Improvement Fund Oversight Committee** approved the Fiscal Year Regional Park Improvement Fund Budget, approved reallocations of Regional Park Improvement Fund (RPIF) between capital improvement projects and received updates on projects within the RPIF program.

EXPIRED MEMBERSHIP

What are the number of members serving on expired terms?

Two Board Members currently serve on expired terms. Two new Board Members were approved in 2023. Board Member Verdin has indicated she may resign from the Board. Additional information on status of each Board Member is available on the City's webpage at: <https://onboard.sandiego.gov/board/3406>.

	Board Member Name	Appointed	Term End Date	Resolution	Status	Roles
1	Nick Anastasopoulos <i>District 5 Rancho Bernardo</i>	6/21/18	3/1/24	R-315181	Active	
2	Jon Becker <i>District 6 Rancho Peñasquitos</i>	10/18/17	3/1/19	R-311364	Expired	
3	Marcella Bothwell <i>District 2 Pacific Beach</i>	6/21/18	3/1/24	R-315181	Active	Chair
4	Shaina Gross <i>District 7 Navajo</i>	7/19/22	3/1/24	R-314233	Active	

	Board Member Name	Appointed	Term End Date	Resolution	Status	Roles
5	Rick Gulley <i>District 1 Fairbanks Ranch</i>	7/20/18	3/1/24	R-315181	Active	MTRP Liaison
6	Daniele Laman <i>District 9 Mid-City</i>	1/20/23	3/1/24	R-314794	Active	
7	Dennis Otsuji <i>District 5 Scripps-Miramar Ranch</i>	10/18/17	3/1/19	R-311364	Expired	Vice Chair/At-large Area 1 Committee
8	Evelyn Smith <i>District 4 Encanto Neighborhoods</i>	6/14/21	3/1/25	R-315181	Active	
9	René Smith <i>District 3 Uptown</i>	10/18/22	3/1/24	R-314401	Active	Area 2 Committee
10	Allison Soares <i>District 3 Uptown</i>	9/18/23	3/1/25	R-315181	Active	Balboa Park Committee
11	Maria Pita Verdin <i>District 8 Southeastern San Diego</i>	2/15/22	3/1/23	R-313916	Expired	

CONCERNS OR SUGGESTIONS TO BRING TO CITY COUNCIL

Do you have any suggestions or concerns that you would like to bring to the City Council's attention?

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.

ASSISTANCE TO THE BOARD

Please provide an estimate of the City staff hours assisting in administering the Board.

Parks and Recreation Department staff set up the Balboa Park Club Ballroom, Department IT Staff set-up the audio-visual equipment, and other staff from Parks and Recreation, Planning, Engineering and Capital Projects, and other departments presented agenda items. The estimated staff hours of assistance to the Board takes approximately 60 to 80 hours per month or 600 to 800 per calendar year depending on size of agenda and what may arise. Early in the year, meetings were conducted on Zoom only. Later in the year, meetings became hybrid, with options to attend either in-person and on Zoom. Meetings require set up with the Department's IT and Administrative Services Division.

VOLUNTEER HOURS

Please provide an estimate of the volunteer hours by commissioners.

Board members are expected to attend meetings, review written materials in advance of the meeting, and respond to requests from staff to confirm attendance at meetings. Each meeting generally takes between one and three hours generally between 2 and 5 p.m. on the third Thursday of the month. Travel time to and from the meeting venue likely averages around an hour for each member (depending on where they live and time of day). Each member likely spends one to two hours reviewing meeting materials prior to the board or oversight committee meeting. In total, this would account for an average of about five to eight hours per month of volunteerism per member, or about 50 to 90 hours per month or 550 to 990 hours per calendar year, assuming all 11 members are seated, and none are vacant.

ADVISORY BOARD ACTIVITIES

Pictures of the Advisory Board Activities

Meeting of 01/19/23:



Meeting of 02/16/23:



Meeting of 03/16/23:



Meeting of 04/21/23:



Meeting 06/15/23:



Meeting of 09/21/23:



Meeting of 10/20/23:



Meeting of 11/16/23:

