

**City of San Diego**  
**Parks and Recreation Board Meeting Minutes**  
**Thursday, May 18, 2023**

*“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 Committee 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>
Nick Anastasopoulos- In-Person Jon Becker- In-Person Marcella Bothwell (Chair) – In-Person Shaina Gross – In-Person Rick Gulley- In-Person Danielle Laman – In-Person Dennis Otsuji (Vice Chair) – In-Person René Smith – In-Person Pita Verdin – In-Person	Molly Chase Evelyn Smith	Andy Field – In-Person Karen Dennison- In-Person Louis Merlin – In-Person Ryan Barbrick – In-Person Tim Graham – In-Person Sarah Erazo – In-Person Salome Martinez – In-Person Michelle Abella-Shon -Virtual Kathleen Brand – Virtual Andrea O’Hara – In-Person Tara Ryan – In-Person Gabby Verendia – In-Person Maricris Lomibao –In-Person Elvi Ricafort – In-Person

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

**APPROVAL OF THE MINUTES OF APRIL 20, 2023**

**MOTION/SECONDED:**

**Mr. Otsuji/Ms. Gross**

A motion was made by Mr. Otsuji and seconded by Ms. Gross to approve the April 20, 2023, Parks and Recreation Board Meeting Minutes with noted corrections. The motion was approved 8-0-1 and passed unanimously with the following vote: Yea: Nick Anastasopoulos, Jon Becker, Marcella Bothwell, Shaina Gross, Rick Gulley, Daniele Laman, Dennis Otsuji, and René Smith. Recused: None. Abstained: Pita Verdin. Not Present: Molly Chase and Evelyn Smith.

**PUBLIC COMMENT ON MINUTES: None**

**NON-AGENDA PUBLIC COMMENT: None**

**COMMITTEE UPDATES:**

<b>Topic:</b>	<b>Summary of Updates:</b>
Area Committee Community Parks I	Mr. Otsuji noted that there was no meeting of the area committee for Community Parks I.
Area Committee Community Parks II	Mr. Smith noted that there was no meeting of the area committee for Community Parks II.
Balboa Park Committee	Ms. Chase was absent, so there was no report.
Mission Trails Citizens Advisory Committee	Mr. Gulley reported that there was a meeting on May 2, 2023. Items of note included West Sycamore Santee roadway project, San Diego River Crossing Bridget project, Oak Grove Trail Improvements, and City Council approved Mission Trail Regional Park (MTRP) Foundation to acquire land. Next meeting will on July 11, 2023.

**SAN DIEGO PARKS FOUNDATION (SDPF) UPDATE:**

Chair Bothwell shared the following updates:

<b>Topic:</b>	<b>Update:</b>
San Diego Parks Foundation	Chair Bothwell reported that I Love My Park Day was on May 13, 2023, with numerous attendees. This was an opportunity to celebrate San Diego's parks at four locations: City Heights, Linda Vista, Memorial, and Skyline Hills. Chair Bothwell shared Mayor Gloria's proclamation with the Board members, which is posted on the San Diego Park Foundation's webpage. The first Parks After Dark events at these four parks are scheduled on July 6, 2023.

**CHAIR COMMENTS:** None

**BOARD MEMBER COMMENTS:**

Board Member	Comment:
Mr. Smith	Mr. Smith noted that the Parks and Recreation Department budget hearing was on May 4, 2023. Items listed in the budget hearing were not in the Mayor's May Revisions to the Proposed Budget, such as recreation equity audit positions, contract service classes funds, and other needs discussed during the hearing.

**DIRECTORS REPORT:**

Mr. Field provided the Board with the following updates:

Appointments to the Parks and Recreation Board

- Today we welcome Daniele Laman as the newest Parks and Recreation Board member, filling our 11<sup>th</sup> seat and representing Council District 9

Meeting Logistics

The Department has had difficulty with the speakers and audio, especially online. Staff members are working to correct this, most likely with procurement of new equipment. We hope to have this corrected during the summer or fall. We apologize for any inconvenience.

Budget Update

Hearings continue as the City Council deliberates on finalizing the budget. The Parks and Recreation Department budget hearing was on May 4, 2023. Concurrent to today's Board meeting, the City Council is hearing the May Revision to the Fiscal Year 2024 Proposed Budget and the Third Quarter Budget Monitoring Update.

- May Revision to the Fiscal Year 2024 Proposed Budget Report is available online at: <https://www.sandiego.gov/sites/default/files/fy2024-may-revision-report.pdf>
- Fiscal Year 2023 Third Quarter Budget Monitoring Report is now available online at: <https://www.sandiego.gov/sites/default/files/fy2023-third-quarter-budget-monitoring-report.pdf>

The year-end capital report will be heard at Active Transportation and Infrastructure Committee on Wednesday, May 24, 2023:

- Fiscal Year 2023 CIP Year-End Budget Monitoring Report is available online at: <https://www.sandiego.gov/sites/default/files/fy23-cip-year-end-budget-monitoring-report-full-report.pdf>

Over the next week, City Councilmembers will issue their budget priority memoranda, and the Independent Budget Analyst will make its budget recommendations soon thereafter. The City Council is anticipated to make final decisions at its meeting of June 12, 2023.

Update on Citywide Park Development Impact Fees

The Citywide Park Development Impact Fees and Recreation Center Fund Budgets will be heard by the Community and Neighborhood Services Committee on June 29, 2023. At the April 2023 meeting, the Parks and Recreation Board supported allocations to capital projects from the Citywide Park Development Impact Fee. Subsequently, the Department requested review of the project list by Department of Finance, Engineering and Capital Projects Department, and Planning Department. Some projects have been removed from the recommended list for one of the following reasons:

1. Project deficit is funded elsewhere in the proposed budget
2. Project is not eligible for development impact fees because project scope focuses on a repair, not an improvement
3. Project funding needs only recently became evident
4. Certain funds, such as the SCIP funds, are not readily available and thus are not a part of the funding stream at this time

These allocations are still subject to change when it goes to the Community and Neighborhood Services Committee in June, as the Report to City Council was still in draft form at the time these minutes were prepared.

	Project Name	CD	Community Planning Area	Status	Priority	CIP No.	P&R Bd	CNS	Change
1	Beyer Community Park (Phase 2)	8	San Ysidro	Design	65	S-23008	\$2,600,000	\$2,800,000	<b>\$200,000</b>
2	Carmel Mountain Ranch Pool Improvement Project	5	Carmel Mountain Ranch	Planning	64	NEW	\$500,000	\$0	<b>(\$500,000)</b>
3	Chollas Creek-Oak Park Trail	4, 8	Mid-City	Planning	85	S-20012	\$0	\$100,000	<b>\$100,000</b>
4	Clay Neighborhood Park Improvements	9	Mid-City, Eastern Area	Design	60	B-22047	\$300,000	\$300,000	<b>\$0</b>
5	Golf Course Drive Improvements / Balboa Park	3	Balboa Park/ Golden Hill	Design	51	S-15040	\$710,000	\$500,000	<b>(\$210,000)</b>
6	Gompers Park GDP Amendment and Addition of Dog Off Leash Area, and Lighting Improvements	4	Encanto Neighborhoods	Planning	58	NEW	\$500,000	\$0	<b>(\$500,000)</b>

May 18, 2023  
Parks and Recreation Board Minutes  
Page 5

	Project Name	CD	Community Planning Area	Status	Priority	CIP No.	P&R Bd	CNS	Change
7	Hard Court Improvements <i>(Encanto Community Park, Silver Wing Community Park, Southcrest Community Park, and Skyline Community Park)</i>	48	Encanto Neighborhoods, Otay Mesa Nestor, Southeastern, Skyline-Paradise Hills	Preliminary Engineering	63	B-22045	\$350,000	\$400,000	<b>\$50,000</b>
8	John Baca Park	7	Linda Vista	Preliminary Engineering	55	S-22004	\$900,000	\$100,000	<b>(\$800,000)</b>
9	Land Acquisition – East Elliott, Otay Valley Regional Park, San Dieguito River Park	178	Mission Trails, Otay Valley, Carmel Valley	Land Acquisition	N/A	N/A	\$1,200,000	\$1,000,000	<b>(\$200,000)</b>
10	Marcy Park Improvements	6	University	Design	51	B-19188	\$2,600,000	\$800,000	<b>(\$1,800,000)</b>
11	Memorial Community Park Field and Security Lighting	8	Southeastern San Diego	Planning	81	B-23028	\$750,000	\$1,000,000	<b>\$250,000</b>
12	North Chollas Community Park Improvements	4	Mid-City, Eastern Area	Planning	66	L22004	\$800,000	\$800,000	<b>\$0</b>
13	Olive Street Neighborhood Park	3	Uptown	Construction	63	S-10051	\$150,000	\$0	<b>(\$150,000)</b>
14	Robb Field GDP Amendment	2	Mission Bay Ocean Beach	Planning	59	B-19133	\$500,000	\$500,000	<b>\$0</b>
<b>TOTAL:</b>							<b>\$11,860,000</b>	<b>\$8,300,000</b>	<b>(\$3,560,000)</b>

DIF Resolution Funding	Actual	Requirement
Land Acquisition	12.0%	10.0%
CoC and Park Deficient Community	71.1%	40.0%
Park Deficient Community	98.8%	80.0%

Employees of the Third Quarter

The Department is pleased to announce the following employees of the quarter:

- Caleb Martin, Recreation Center Director III, who conducted a successful 13th Annual Dr. Martin Luther King, Jr. Day and Parade, due to his excellent organization and coordination.

- Daniel Mielke, Recreation Specialist, who worked relentlessly to keep the Mission Bay Golf Course open to the public through a heavy rainy season, night lighting issues and a temporary clubhouse.
- Gabriela Verendia, Information Systems Analyst I, who performed exceptionally in her duties at the March 22, 2023, Citywide Job Fair managing fifty-two computer kiosks where candidates completed on the spot applications.
- Kenneth Gray, Recreation Leader I, who responded quickly to an emergency and calmly sheltered patrons into the recreation center during the incident.
- Michael Sharp, Irrigation Specialist, who worked tirelessly leading up to the Farmers Insurance Open to prepare for and to repair any issues that occurred at the site.
- Zadok Othniel, Park Ranger, who during this quarter has done an exceptional job addressing public safety concerns allowing patrons to have a safer and more enjoyable experience in Balboa Park.

**Future Board Items:**

- Chollas Creek Regional Park Master Plan Update
- Department of Real Estate and Airports Management Overview including leases
- Fiesta Island Master Plan Update (information can be found here: <https://www.sandiego.gov/planning/programs/parkplanning/fiesta-island>)
- Parks and Recreation Board Bylaws – *June*
- Pickleball and Tennis Update from Advocate Groups – *June*
- Restroom Condition Assessment and Maintenance
- University City Community Plan Update – *June*

**Board Member Questions of P&R Director:**

Mr. Otsuji asked for updates on Balboa Park. Mr. Field responded that the Balboa Park Committee did not meet, and an email was sent to the Board from Christina Chadwick providing a stakeholder update. A pending item is to update the Board on the Park Boulevard Mobility Project. If other items emerge to share with the Board, Mr. Field agreed to share that information.

Ms. Laman concurred that the Balboa Park Committee did not meet in May, and she noted that prior meetings had been discussed roadway modifications on Balboa Drive.

**CONSENT AGENDA ACTION ITEMS: None**

**DISCUSSION ITEMS:**

**101. Proposed Fiscal Year 2024 Recreation Center Fund, Fiscal Year 2024 Opportunity Fund Budgets, and 2023 Recreation Equity Report**

Presenter: Sarah Erazo, Deputy Director, Parks and Recreation Department

MOVED/SECONDED: Mr. Otsuji/Mr. Anastasopoulos

A motion was made by Mr. Otsuji and seconded by Mr. Anastasopoulos to approve the staff recommendation for approving the proposed budget for the Fiscal Year 2024 recreation center funds. The Board approved the motion unanimously 8-0-1 with Ms. Chase and Ms. Smith absent and passed with the following vote: Yea: Nick Anastasopoulos, Jon Becker, Marcella Bothwell, Shaina Gross, Rick Gulley, Daniel Laman, Dennis Otsuji, René Smith, and Pita Verdin. Recused: None. Abstained: Jon Becker Not Present: Molly Chase, and Ms. Smith.

**Public Comment on Item #101:** None

**Board Member Comment on Item #101:**

<b>Board Member:</b>	<b>Summary of Comments:</b>
Mr. Smith	Mr. Smith stated that he was glad to see the council policy created for the Opportunity Fund. He noted item 101c page9, which shows the status of the recreation equity audit recommendations and would like to see more of these recommendations move from red/yellow colors to green color. He expressed concern that the community-based recreation funds will still not be equalized just by the opportunity fund, as some northern recreation centers still bring more funding in a year that the opportunity fund will. Ms. Erazo responded that the northern recreation centers have programs that are cost recoverable, contract service classes. The revenue received is from fees paid and is not subsidized. Some sites lack demand for programs at full cost recovery or have facilities that are not adequate to provide the programs. Then the goal is to reduce the barriers. Mr. Field further added that the \$1 million unfunded shown in Ms. Erazo's presentation would also help achieve a more equitable program distribution.
Ms. Laman	Ms. Laman asked about the attachment that shows opportunity fee fund allocation matrix sorted by score. Ms. Erazo stated that the funds are generated on an annual basis. They will be available in July 2023 for expenditure. Then new revenue will come into the Opportunity Fund throughout Fiscal year 2024 to help fund additional recreation centers in time for July 2024.
Mr. Otsuji	Mr. Otsuji complimented the report. He noted that this is a living document and expressed that this will continue to be a work in progress. He made a motion to approve the report. Mr. Anastasopoulos seconded.
Mr. Becker	Mr. Becker asked if Council Policy 700-48 has a reserve account? Ms. Erazo stated that the \$5 million in reserve is allowed to be carried over and does not need to be expended in full each year. The Opportunity Fund should complete the year with \$400,000 that can be spread across the recreation center funds. Mr. Becker appreciated the job fair and ability to interview and hire staff quickly. He then noted resolution #4 as it relates to Proposition 26 related to fees and charges. Ms. Erazo stated that the fees and charges can only recover costs associated with the service, but fees and charges for one activity cannot be used to subsidize other activities. Mr. Field clarified the role of Proposition 26 as it relates to older state propositions including Proposition 13 and Proposition 218.
Ms. Verdin	Ms. Verdin noted that space allocations remain a challenge and the need for a space for programs is high. Cesar Chavez Center is a good candidate site.

**INFORMATION ITEMS:**

**201. Animal Services Contract**

Presenter: Tim Graham, Program Manager, Parks and Recreation Department

**Public Comment on Item #201:** None

**Board Member Comment on Item 201:**

<b>Board Member:</b>	<b>Summary of Comments:</b>
Ms. Verdin	Ms. Verdin asked about data analytics about which joint used fields are most commonly impacted by off leash dogs? Mr. Graham stated it was important to ensure that people observing the activity call the San Diego Humane Society on its mainline phone, so it is recorded and tracked.
Ms. Laman	<p>Ms. Laman asked about the location of the top ten list of illegal off leash dog activity. Mr. Graham provided the list (updated as of April 2023) as follows:</p> <ul style="list-style-type: none"><li>• Birney Elementary Joint-Use Field</li><li>• Clay Neighborhood Park</li><li>• Crown Point Junior Music Academy Joint-Use Field</li><li>• Franklin Elementary Joint-Use Field</li><li>• Garfield Elementary Joint-Use Field</li><li>• Hearst Elementary Joint-Use Field</li><li>• Jefferson Elementary School Joint Use Field</li><li>• Kate Sessions Park</li><li>• Normal Heights Elementary Joint-Use Field</li><li>• Zamorano Elementary Joint-Use Field</li></ul> <p>This list is routinely updated and will continue to evolve based on reports of off leash dogs at parks and joint use areas.</p>
Mr. Smith	Mr. Smith asked about the joint use sites impacted with off leash dogs. Mr. Graham stated that there is a biweekly meeting where dog activity is discussed, and corrective measures made to help ensure dogs are not off leash on school district property.
Chair Bothwell	Chair Bothwell asked about using Get It Done rather than using the San Diego Humane Society phone number. Mr. Graham indicated that he would ask San Diego Humane Society whether that is possible.

**202. Constant Contact Parks Email Sign up Demonstration**

Presenter: Tim Graham, Program Manager, Parks and Recreation  
Department

**Public Comment on Item #202:** None



**Board Member Comment on Item 202:**

Board Member:	Summary of Comments:
Chair Bothwell	Chair Bothwell asked that Mr. Graham ensure that this information is shared with the public, and he agreed to do that.

**203. Childcare on Parkland Update**

Presenters: Andrea O'Hara, Executive Director, Office of Child and Youth Services  
Tara Ryan, Program Manager, Office of Child and Youth Services

**Public Comment on Item #203:** None

**Board Member Comment on Item 203:**

Board Member:	Summary of Comments:
Chair Bothwell	Chair Bothwell asked how staff are finding the child day camp and childcare providers to help them get into the process? Ms. Ryan stated that vendor outreach and publicity will help connect service providers with program needs.
Mr. Gulley	Mr. Gulley asked if these providers are currently operating in parks? Ms. Ryan stated that yes, they are there and there is a need to ensure that the operators have insurance and are permitted.
Mr. Becker	Mr. Becker asked if the program connects with the vendor outreach effort that Ms. Erazo is providing? Ms. Ryan stated that there will be outreach and requests for proposals. Mr. Field added that this will add structure and ensure day camp and childcare need and operators can be connected with demands and needs. The vendor outreach that Ms. Erazo's team is conducting can also bring in more providers.
Ms. Gross	Ms. Gross asked that the permitting process not add more costs to those who are accessing the services. Ms. Ryan indicated there would be oversight and minimum requirements built into this process. Ms. Gross noted that some recreation centers can accommodate the childcare programs and suggested this be prioritized in communities of concern. Placing tenant improvements onto the service provider will likely cause barriers for success as that requires upfront investment. One of the goals is to provide jobs for people and produce sustainable income, which may not be met if capital costs are required of the service providers. Otherwise, larger providers will prevail over the smaller providers as they will have more financial wherewithal. Ms. Ryan agreed with this and suggested additional funds will be needed to provide a more equitable approach to identifying service providers.
Mr. Smith	Mr. Smith asked why "STEM" is used for day camps rather than "STEAM"? Ms. Ryan responded that STEM (science, technology, engineering, and mathematics) could include arts.

Mr. Gulley	Mr. Gulley asked if these programs would generate revenue? Ms. Ryan stated that the program is in the early stages of development, and it is not yet certain how much, if any, funding will be created by this program. Does Measure H contemplate the City helping to fund some of the recreation centers? Ms. Ryan stated Measure H did not mention any City obligations for funding, but it instead allowed childcare uses on dedicated parkland.
Mr. Smith	<p>Mr. Smith asked if the YMCA and LPC report links can be provided in the minutes? Ms. Ryan provided the links as follows:</p> <p>YMCA Child Care Supply Map: <a href="https://www.ymcasd.org/child-care-supply-map">https://www.ymcasd.org/child-care-supply-map</a>. This is an interactive map with various views to provide information on childcare supply and scarcity in specific areas. You can click on “childcare desert map” and then type in an address at the search function to see the level of scarcity of childcare (darker color is scarcer, with the darkest red indicating a “childcare desert”). YMCA has data analytics on childcare including topics such as childcare scarcity, childcare needs by zip code, availability of subsidized care, and service provider wages.</p> <p>San Diego Child Care and Development Local Planning Council (LPC) ZIP Code Priorities Report: <a href="https://drive.google.com/file/d/11QBQ8Kz5oWAnMQrg1btA_zH_65nyuW6T/view">https://drive.google.com/file/d/11QBQ8Kz5oWAnMQrg1btA_zH_65nyuW6T/view</a>. This report lists priority ranking (1, 2, 3) for subsidized childcare expansion by age group (infant/toddler, preschool, school-age) in each ZIP code, based on analysis of need vs. supply.</p>

**204. Community and Neighborhood Services Committee Priorities**  
Presenter: Andy Field, Director, Parks and Recreation Department

**Public Comment on Item #204:** None

**Board Member Comment on Item 204:**

Board Member:	Summary of Comments:
Mr. Becker	Mr. Becker suggested the Maintenance Assessment Districts (MADs) be included in the priority list.
Chair Bothwell	Chair Bothwell suggested adding maintenance as a topic.

**WORKSHOP ITEMS:**

**301. Parks and Recreation Department Overview**  
Presenter: Andy Field, Director, Parks and Recreation Department

**Public Comment on Workshop Item # 301:** None

**Board Member Comment on Workshop Item # 301:**

Board Member:	Summary of Comments:
Mr. Smith	Mr. Smith noted that cricket fields are another area of growth for the park system. He asked whether pools will be open? Mr. Field said yes unless they are under repair.
Mr. Smith	Mr. Smith asked to elaborate on the policies that are under revisions or underway. Director Field noted that the policies or revisions underway are listed on one of the slides of his presentation.
Mr. Smith	Mr. Smith clarified that he wanted to know about the special use permits. Director Field responded that they are getting updated currently, with tennis permits underway first. A number of organizations rely on special use permits to provide recreational opportunities, including occupants of Casa del Prado, youth sports groups, and many others who support the park system with their unique services.
Mr. Gulley	Mr. Gulley asked about the presentation related to the Mission Bay Park Committee and if there would be an update for new changes for presentation. Chair Bothwell responded that yes there will be a new map to be presented to the recreation leaders by the Planning Department staff and this map will be presented to the meeting at the Paradise Point Resort and Spa on May 23, 2023, as well. Director Field asked if this is the De Anza Ad Hoc Committee Meeting, and Chair Bothwell responded yes.
Ms. Laman	Ms. Laman asked if the agenda would be publicly noticed. Chair Bothwell responded yes. Ms. Laman also asked if a quorum is required for this meeting. Chair Bothwell responded that quorum is not needed since Board are not part of that committee, and board are part of the audience instead.

**ADJOURNMENT** - The meeting was adjourned at 4:50 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: June 15, 2023**

Submitted by,



Andy Field  
Director  
Parks and Recreation Department