

**RECREATION COUNCIL WORKING GROUP**  
**Tuesday, April 3, 2018**  
**4:30 – 6:30 p.m.**  
**Santa Fe Room in the Balboa Park Club**  
**2150 Pan American Road West, San Diego, CA 92101**

**AGENDA**

**4:30 CALL TO ORDER**

**ROLL CALL**

**4:35 CO-CHAIRS' OPENING COMMENT**

**4:40 NON-AGENDA PUBLIC COMMENT**

**4:50 ACTION ITEMS**

A01. Approval of minutes for meeting of March 20, 2018

**INFORMATION ITEMS**

**4:55 I01. City of San Diego Budget Development Process**

A description of the City of San Diego's budget development process/timeline and how Recreation Councils are involved will be presented. Includes question/answer with experts and discussion.

Presenter: Marcella Bothwell, Co-Chair, Recreation Council Working Group

Supported by:

Adrian Del Rio, Financial Management Department

Shelly Stowell, Supervising Management Analyst, Parks & Recreation

**5:35 I02. City of San Diego Procurement Process**

A description of the City's purchasing and contracting process and how Recreation Councils will be affected will be presented. Includes question/answer with experts and discussion.

Presenter: Marcella Bothwell, Co-Chair, Recreation Council Working Group

Supported by:

Kristina Peralta, Director, Purchasing and Contracting Department

Shelly Stowell, Supervising Management Analyst, Parks & Recreation

**WORKSHOP ITEM**

**6:10 W01. Discussion of Council Policy Framework**

A discussion of the structure and components to be included in the draft Council Policy. Analysis of key elements in the Interim Standard Operating Procedure, Council Policy 700-42 Recreation Councils, and Council Policy 600-24 Community Planning Groups will be presented.

Presenter: Marcella Bothwell, Co-Chair, Recreation Council Working Group

Supported by:

Sarah Erazo, Area Manager II, Parks & Recreation

Shelly Stowell, Supervising Management Analyst, Parks & Recreation

**6:20 CO-CHAIRS' CLOSING COMMENT**

**6:30 ADJOURNMENT**

**Next Regular Meeting:** Tuesday, April 17, 2018 at 4:30 p.m.  
Santa Fe Room at the Balboa Park Club  
2150 Pan American Road West  
San Diego, CA 92101

**For further information:**

Website: <https://www.sandiego.gov/park-and-recreation/general-info/reccouncilresources>

Contact: Danell Scarborough, Facilitator [danell@danellscarborough.com](mailto:danell@danellscarborough.com)

**Access for People with Disabilities:** This information will be made available in alternative formats upon request, as required by the American with Disabilities Act (ADA), by contacting the department at (619) 236-6643. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible to ensure availability. Assistive Listening Devices (ALDs) are available for the meeting, if requested at least forty-eight (48) hours prior to the meeting to ensure availability.

**Public Comment on Agenda Items:** If you wish to address the Recreation Council Working Group on an item on today's agenda, complete a speaker form before the agenda item is called. You will be called when the item is heard. Individual comments are limited to three minutes per speaker. At the discretion of the Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item.

**Public Comment on Non-Agenda Items:** This portion of the agenda provides an opportunity for members of the public to speak on items of interest within the jurisdiction of the Recreation Council Working Group. Comments are limited to no more than three minutes per speaker. Submit requests to speak prior to the start of the meeting. Comments relating to items on today's Agenda are to be taken at the time the item is heard. Pursuant to the Ralph M. Brown Act, the Recreation Council Working Group shall

take no discussion or action, other than a referral on any issue brought forth under “Non-Agenda Comment”.