

# Area Committee Reform

Parks and Recreation Department

**Parks and Recreation Board – Item 201**  
**November 21, 2024**  
**Presenter: Salome Martinez**



# Committee Background

Historically, two Area Committees existed, one for each community parks division.

- Sub-committee of the Parks and Recreation Board
- Parks and Recreation Board members were assigned as the Chairperson of each Area Committee.



# Current Area Committee Challenges

- Not all communities have a Community Recreation Group (CRG)
- CRG representatives have difficulty attending in-person meetings
- Brown Act requires an in-person quorum, limiting engagement
- Meetings were cancelled often
- Messaging between committees was inconsistent

**Therefore, the department has found it challenging to equally disseminate information to all communities across the City.**

# Restructure Goals

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- Boost participation and engagement for all to learn about Department activities
- Provide uniform updates to communities and divisions
- Ensure all patrons feel welcome and engaged in park projects and activities
- Implement equitable and inclusive community engagement
- Reduce barriers that hinder community engagement
- Inform, involve, collaborate and support each community



# Restructure Workshops

- Four Joint Area Committee meetings between August and November.
- Monthly workshops held to obtain feedback on the Area Committee restructure.
- Two Area Committee restructure surveys were sent out via email to over 80 participants.
- The survey asked what day and week of the month worked best for everyone and how frequent the committee should meet.
- The majority of the survey results identified restructuring the meetings to the first Wednesday of the month on a bi-monthly schedule beginning in January.
- The survey also gathered respondent feedback on topics, discussions, or information items to include for future meetings.

# Restructure Overview

**Hosted:** Parks and Recreation Designee

**Effective:** January 2025

**Chairperson:** N/A

**Point of Contact:** Salome Martinez

[SYMartinez@sandiego.gov](mailto:SYMartinez@sandiego.gov)

**Meeting type:** Informational meeting only

**Officers:** N/A

**Meeting output:**

**In- person Meetings (As Needed):**

- Virtual with closed captions
- Meetings will be recorded and posted on website

- Committee will discuss and approve the need for in-person meeting
- Announcement of meeting change will be communicated in a timely manner

**Schedule:** Bi-monthly, First Wednesday of the month

**Time:** 6:00pm to 7:30pm, limit 1.5 hours

**Number of Meetings:** 6 meetings a year

**Months:** January, March, May, July, September, November

**Postings:** Agenda, reports, presentations and records will be posted on website

# Community Outreach & Engagement



## Flyers

Flyers will be posted at all recreation centers and distributed by mass email and Constant Contact.



## Community Groups

Outreach to Community Recreation Groups, other community groups and members of the public.



## Email

Use Constant Contact to get email notifications about Department updates (Translation available).



## Website

Website will be updated routinely with meeting agendas, recordings and reports/presentations.



## Social Media

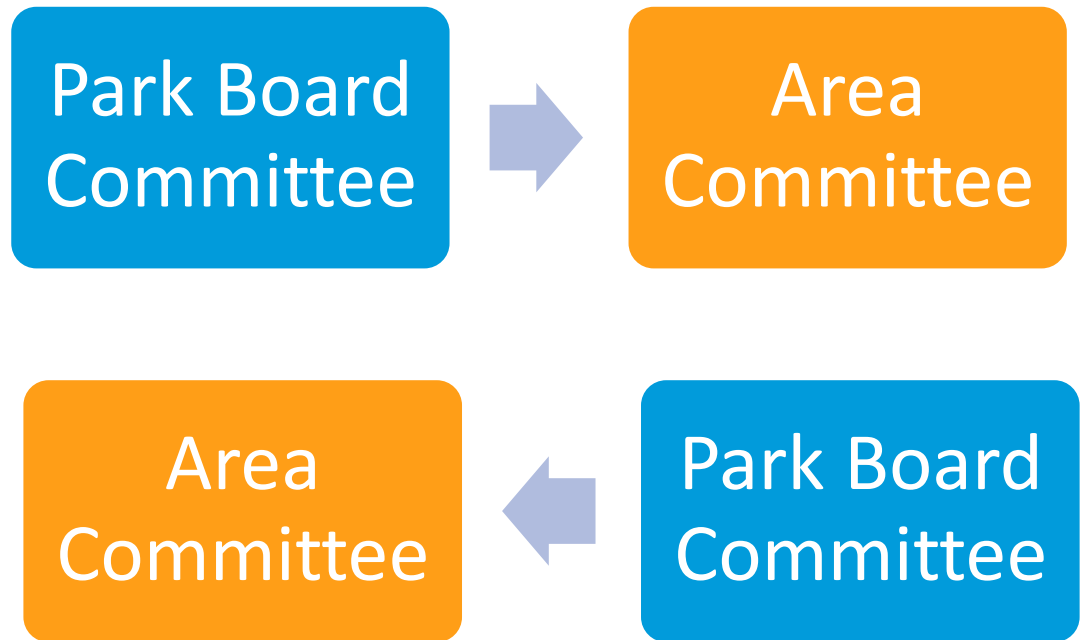
Social Media will be used to advertise and encourage community participation.

# Parks & Recreation Board Participation

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- Two-way communication between the Board and Area Committee.
- Board representatives are welcome to attendance each meeting.

**Area Committee staff representative will provide a report at Board meetings as needed.**





# Recommended Actions

## This item seeks approval of the restructure of the Area Committees.

- 1) Change Area Committee structure from two sub-committees of the Parks and Recreation Board to one public forum open to all to attend and participate.
- 2) Remove Article IX, Sub-committees and Committees, Section 2(b) from the Parks and Recreation Board Bylaws to declassify the two Area Committees from sub-committees of the Parks and Recreation Board.

~~Area Community Parks I and II Committees are standing subcommittees of the Board for dissemination of information items to community recreation groups, community advisory bodies, park stakeholder groups, and park users.~~

- ~~(i) Area Community Parks I (CP I) is constituted with the geographic location by Council Districts 1, 2, 5, 6, and 7 along with downtown parks and Naval Training Center Park.~~
- ~~(ii) Area Community Parks II (CP II) is constituted with the geographic location by Council Districts 3, 4, 8, and 9 along with Citywide Aquatics, Therapeutic Recreation, Age-Well Services, Mount Hope Cemetery, and Animal Services.~~