

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS

ADVISORY BOARD NAME: PARKS AND RECREATION BOARD AND REGIONAL PARK IMPROVEMENT FUND OVERSIGHT COMMITTEE

1. MISSION AND DUTIES OF THE ADVISORY BOARD



Authority for the Parks and Recreation Board includes:

- [San Diego Municipal Code, Chap. II, Art 6, Sec. 26.30](#), adopted 4-2-1964
 - Amended by [Ordinance O-15539](#), adopted 7-6-1981
 - Amended by [Ordinance O-19876](#), adopted 7-9-2009
- [Section 43 of City Charter](#) - amended 11-4-1969, effective 1-29-1970.
- [Section 42 of City Charter](#) - Membership Selection - addition voted 11-6-1973, effective 12-7-1973.
- [Council Policy 000-13](#). Resolution R-218871, 7-2-1977.

It is the purpose and intent of the City Council to establish a policy advisory board on matters relating to the acquisition, development, maintenance and operation of parks, beaches and recreation property and facilities and that the Parks and Recreation Board will, along with other duties, perform the functions of the former Park and Recreation Commission. Effective July 1, 2009, the Parks and Recreation Board shall also fulfill the role of the San Diego Regional Parks Improvement Fund Oversight Committee as described in Charter Section 55.2. In order to fulfill the responsibilities under Charter section 55.2, new qualifications are established to ensure each member is qualified to perform effective oversight.

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

2. OUTREACH

i The purpose and intent of the Parks and Recreation Board is to advise the City Council through the City Manager on public policy matters relating to the acquisition, development, and maintenance and operation of parks, beaches, playgrounds, and recreational activities; review the recreational program; coordinate the work of such committees as may be established; conduct investigations, studies and hearings. Effective July 1, 2009, the Park and Recreation Board shall also fulfill the role of the San Diego Regional Parks Improvement Fund Oversight Committee as described in Charter Section 55.2.

Outreach by the Parks and Recreation Board and the Regional Parks Improvement Fund Oversight Committee was conducted by placing meeting agendas, minutes, reports, public comment, and related materials onto their shared webpage. See <https://www.sandiego.gov/parkandrecboard/meetings> for more information.

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. It is also concerned about ongoing funding challenges at the City of San Diego as evidenced in the most recent five-year financial outlook.

3. POLICY RECOMMENDATIONS AND LETTERS OF REQUEST

i The **Parks and Recreation Board** took the following actions over the past year:

- Adoption of Parks and Recreation Board Report 2023 (1/18/2024, Item 101)
- Proposal for Bottom Scratchers Commemorative Plaque at EB Scripps Park (2/15/2024, Item 101)
- Robb Field General Development Plan Amendment (3/21/2024, Item 101)
- Kelly Street Neighborhood Park General Development Plan Amendment (4/18/2024, Item 101)
- Plaque Dedication Ceremony and Grand Reopening Celebration to Honor Three Tennis Legends (5/16/2024, Item 101)
- Request Approval of Signage at the Pasatiempo Park and Open Space Limiting Public from Dusk till Dawn (5/16/2024, Item 102)
- Hillcrest Focused Plan Amendment (5/16/2024, Item 103)
- University Community Plan Update (5/16/2024, Item 104)
- Gompers Neighborhood Park General Development Plan Amendment (6/20/2024, Item 101)
- Emerald Hills Neighborhood Park General Development Plan (6/20/2024, Item 102)
- Election of Vice-Chair to the Parks and Recreation Board (7/18/2024, Item 101)
- Election of Board Member to the Area Committee (7/18/2024, Item 102)
- Proposed Renaming of Grape Street Park to Tonahill-Ruopp Park (7/18/2024, Item 103)
- Parks and Recreation Board Chair's Community Hero Award (Mr. Gary Blume, Total Altruism Project) (9/19/2024, Item 101)
- Windansea Memorial Plaque Program (10/17/2024, Item 102)
- Calendar Year 2025 Parks and Recreation Board Meeting Dates (11/21/2024, Item 101)
- Proposed General Development Plan for Multipurpose Field at Carmel Valley Community Park (11/21/2024, Item 102)
- Proposed Jones Elementary Joint Use Facility General Development Plan (11/21/2024, Item 103)

The **Regional Park Improvement Fund Oversight Committee** took the following actions over the past year:

- Fiscal year 2025 Regional Park Improvement Funds Proposed Allocations (01/18/2024, Item 101)
- Reallocation of Funds to Various Projects (01/18/2024, Item 102)
- Reallocation of Funds to Crystal Pier Emergency Project (04/18/2024, Item 101)
- Fiscal Year 2025 Regional Park Improvement Fund (RPIF) Budget - May Revision (06/20/2024, Item 101)
- Fiscal Year 2025 Regional Park Improvement Fund (RPIF) Reallocation of Funds (10/17/2024, Item 101)
- Fiscal Year 2024 Mission Bay Lease Revenue Statistics (11/21/2024, Item 101)

4. ADVISORY BODY SCHEDULED MEETINGS

i As indicated in City Charter Section 43, the **Parks and Recreation Board** is consultative and advisory to the Mayor, Council, and City Manager. It does not 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. The Board met ten times in 2024, as follows:

- 01/18/2024
- 02/15/2024
- 03/21/2024
- 04/18/2024
- 05/16/2024
- 06/20/2024
- 07/18/2024
- 09/19/2024
- 10/17/2024
- 11/21/2024

See <https://www.sandiego.gov/parkandrecboard/meetings> for more information.

The **Regional Park Improvement Fund Oversight Committee** approved the Regional Park Improvement Fund Budget, approved reallocations of Regional Park Improvement Fund between capital improvement projects, and the committee received informational updates on the status of Mission Bay lease revenues and the annual audit of the fund. The Oversight Committee met seven times in 2024, as follows:

- 01/18/2024
- 03/21/2024
- 04/18/2024
- 06/20/2024
- 09/19/2024
- 10/17/2024
- 11/21/2024

5. MEETING CANCELLATIONS

i The **Parks and Recreation Board** followed its adopted meeting schedule. It had no meeting cancellations and no special meetings in 2024.

The **Regional Park Improvement Fund Oversight Committee** had meeting cancellations on the following dates:

- 02/15/2024 due to no agenda items
- 05/16/2024 due to no agenda items
- 07/18/2024 due to no agenda items

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

Both advisory bodies did not meet in August or December in accordance with the approved meeting calendar for 2024.

6. COUNCIL NOMINATED SEATS

i **Appointment Process for the Parks and Recreation Board and Regional Park Improvement Fund Oversight Committee:** Each member is appointed by the Mayor and confirmed by the City Council. Mayoral appointments are based on nominations from Councilmembers. For more information on current board seats, see <https://onboard.sandiego.gov/board/3406>.

	Board Member Name	Appointed	Term End Date	Term #	Council Resolution	Status
1	Nick Anastasopoulos <i>District 5, Rancho Bernardo</i>	6/21/18	3/1/26	4	R-315616	Active
2	Martin Armstrong <i>District 2, Clairemont</i>	6/13/24	3/1/25	1	R-315616	Active
3	Marcella Bothwell <i>District 1, Pacific Beach</i>	6/21/18	3/1/26	4	R-315616	Active
4	Dr. Andrea Dooley <i>District 7, San Carlos</i>	6/13/24	3/1/25	1	R-315616	Active
5	Shaina Gross <i>District 7, San Carlos</i>	7/21/22	3/1/26	2	R-315616	Active
6	Rick Gulley <i>District 1, Carmel Valley</i>	7/20/18	3/1/26	4	R-315616	Active
7	Daniele Laman <i>District 9, Talmadge</i>	4/25/23	3/1/26	2	R-315616	Active
8	Dr. Judith Muñoz <i>District 2, Clairemont</i>	6/13/24	3/1/26	1	R-315616	Active
9	Evelyn Smith <i>District 4, Encanto Neighborhoods</i>	6/14/21	3/1/25	2	R-315141	Active
10	Allison Soares <i>District 3, North Park</i>	10/4/23	3/1/25	1	R-315141	Active
11	Agatha Wein <i>District 9, Mountain View</i>	6/13/24	3/1/25	1	R-315616	Active

7. EXPIRED MEMBERSHIP

i No Board Members are on expired terms. For more information on current board seats, see <https://onboard.sandiego.gov/board/3406>.

8. TRAINING

i All Board Members are current on their training requirements including the Office of Boards and Commissions training session.

9. ASSISTANCE TO THE ADVISORY BODY

i 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 80 to 120 hours per month or 800 to 1200 per calendar year depending on size of agenda and what issues/topics arise during the year.

Throughout 2024, Board and Oversight Committee meetings were hybrid, with options to attend either in-person at the Balboa Park Club or virtually via Zoom. Given this interface, each meeting requires extensive set up with the Department's IT and Administrative Services Division. Work is underway to acquire new audio-visual equipment for the Balboa Park Club to improve the hybrid meeting experience via PEG funding.

10. VOLUNTEER HOURS

i 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 excluding August and December. Travel time to and from the meeting venue (Balboa Park Club) 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 year, assuming all 11 members are seated, and none are vacant.