



# Mission Oaks Recreation & Park District

## Master Plan 2013-2022

### Executive Summary



## MISSION STATEMENT

Mission Oaks Recreation and Park District provides unique neighborhood destinations for recreation and personal enrichment.

## VISION STATEMENT

Mission Oaks Recreation and Park District creates healthy, sustainable parks and recreation services that transform the communities that we serve.

## **Purpose and Goal of the Master Plan**

---

- The 2012 Master Plan Summary provides residents with an opportunity to learn more about the Mission Oaks Recreation and Park District and its mission. The Master Plan is our tool to turn our vision into reality, ensuring excellence in parks and recreation services. The District's major strategic goals include Communications, Sustainability in Programs and Services, Succession and Staff Development, and Funding, which are detailed in various sections of the Plan.

The Master Plan provides a snapshot of all aspects of the agency, from financial and programming trends, to information about parks, facilities, assets, and maintenance practices. The Plan not

- only captures the historical elements of the District and identifies strengths to build upon, but also provides information that will help position the District toward the future.

The District strives to include resident input into decision-making processes as is evidenced by its

- commitment to neighborhood meetings, analysis of survey results, and the use of various methods of communication processes within the Plan. This will continue as the Plan is implemented.

- Through the diligent efforts of the many staff, Board members, resource experts, and community members and partners involved in the process, the Plan is a comprehensive analysis of the agency and will assist in building upon the District's legacy. The intended goal is to continue excellence of the District by adapting to changing demographics of the community and to be responsive to future needs of the community.

**Table of Contents**

Section 1 - Executive Summary ..... 1

Section 2 - Historical Update, Strategic Plan and Demographics ..... 7

Section 3 - Survey Overview ..... 14

Section 4 - Recreation Program & Services, Strengths, Gaps and Goals ..... 16

Section 5 - Park Descriptions, Asset Inventory, Maintenance Standards, Replacement Schedule ..... 19

Section 6 - Guiding Principles ..... 29

Section 7 - Revenue Resources ..... 31

Acknowledgements ..... 40

## **Board Members and District Staff**

### **SACRAMENTO COUNTY BOARD OF SUPERVISORS**

The Mission Oaks Recreation and Park District is a dependent special district whose Board of Directors is the Sacramento County Board of Supervisors.

- Susan Peters, District 3 (*representing all of the Mission Oaks District*)
- Phil Serna, District 1
- Jimmie Yee, District 2
- Roberta MacGlashan, District 4
- Don Nottoli, District 5

### **THE DISTRICT ADVISORY BOARD OF DIRECTORS**

Appointed by the Sacramento County Board of Supervisors upon the recommendation of Third District Supervisor, Susan Peters.

- Chair, Eric Milstein
- Vice Chair, Michael Alcalay
- Secretary, Rita Gibson
- Member, David Bolland
- Member, Craig Locke
- Former Board Members involved during the Master Plan update process were John Skoien (*served through Feb 26, 2013 as a Board and Master Plan Committee Member*) and Denise Curl (*served through July 31, 2012*)

### **MISSION OAKS DISTRICT MANAGEMENT STAFF**

- Debby Walker, District Administrator
- TJ Newman, Parks Director
- Barry Ross, Recreation and Marketing Director
- Cindy Paredes-Banville, Administrative Services Director
- Debra Tierney, Office Manager

## Section 1 - Executive Summary

---

### **Introduction**

The 2012 Master Plan includes two different documents. This document, the 2012 Master Plan Summary, is a condensed version of the full 2012 Master Plan. The full 2012 Master Plan document can be accessed through the District's website: [www.morpd.com](http://www.morpd.com). The full document has an extensive amount of information covering all facets of the organization. This summary document was produced to provide more of a snapshot of the District and to be less cumbersome to read. The District desires to offer transparency in its planning efforts; therefore, this summary offers a more efficient means of finding valuable information about the District.

At the direction of the District's Master Plan Committee, staff worked diligently over two years to develop a Master Plan Update. I would like to express my sincere gratitude to all who helped produce this Master Plan Update, from the initial research to the many meetings, data crunching, historical retrieval, and more. It took a village, and I believe the District residents will be well served in the future through this Plan.

The Plan includes a wide range of data that is typically included in a Recreation and Park Master Plan, along with information about the District's park maintenance and improvement practices, policies, recreation programming, and financial trends. The research components of the District park survey and neighborhood meetings provide current facility and program needs and desires. Future plans, development, and improvements will be based upon this valuable information.

The financial section, as well as all of the other supporting documents, links, and references will provide future staff and board members with information regarding the means to carry out the projects. It will be important to refer to this plan annually to evaluate the current need for the projected projects along with new needs. As with the past two Master Plans, this document will be dynamic and referenced and updated frequently.

It has been my pleasure to work with the entire team that helped complete this project. Please see their contributions and acknowledgements found at the end of this section.

— *Debby Walker, District Administrator*

## District Overview

- Established January 1975 as a dependent special district; it was previously Sacramento County Service Area #7.
- Serves a 9.1 square mile area including a large portion of the Arden Arcade Area and the west side of Carmichael.
- Population served in 2012, according to the Sacramento Area Council of Governments is 57,216.
- Staffing includes 12 full-time staff, 15 regular part-time staff, and up to 150 part-time seasonal staff.
- Developed parkland includes 102 acres fully developed with 3 community parks, 8 neighborhood parks, 4 school parks and Hazelwood Greens, a Sacramento County storm water retention basin developed as a neighborhood open space..
- Major facilities include two community centers, a park operations shop and storage facility, and the District office. Park improvements include a spray park, two softball fields, three baseball fields, fifteen tennis courts, three full-size and three half basketball courts, two sand volleyball courts, four soccer fields, and many other open turf areas used for soccer practices and other activities.

## Fiscal Strategy and Partnerships

- The District maintains two separate budgets: The Fiscal Year 12-13 District budget is \$3.9 million and the Benefit Assessment District is \$1.9 million
  - The District budget is funded by three main revenue sources: Property Taxes (65%), Program Fees and Charges (33%), and Facility Rentals (2%).
  - The Benefit Assessment District budget also has three main revenue sources: Annual assessment (90%), Cell Tower leases (8%), and reimbursement from Sacramento County Stormwater Department for the management of Hazelwood Storm Retention Basin (2%).
  - Both budgets have contingencies and reserves. Reserves are retained for special opportunities such as park land or facility acquisition, park improvement projects and for unforeseen operational needs.
- Other revenue for development is obtained from Quimby Land Dedication Fees and Park Impact Fees.
- The fiscal health of the District is good; however, we remain optimistically cautious in our budgetary process. Full-time staff has been reduced by 20%, or three positions, since 2011 due to retirements and reduction in staff. These positions will remain vacant for an undetermined amount of time to help strengthen the budget. Levels of service have not been reduced, but project timelines have been lengthened due to the reduction of staff support.

- **Contracted Services:** Since its formation, the District has contracted its landscape management, janitorial, construction, and other specialty services. Park Patrol services have been provided by contract with the Sacramento County Sheriff's Department since 1986.
- **Creative/Unique Features:** The District has always had very strong partnerships in the delivery of programs and services and in shared use of facilities:
  - A strong volunteer base complements staff and nurtures future leaders.
  - The District created unique park venues and features by listening to residents during neighborhood park planning meetings. These features, along with many "community build" projects, have helped our residents gain a stronger connection to and appreciation of "their parks".
  - The District works closely with the San Juan Unified School District, the Sheriff's Department, County and State Public Health staff, and the Recreation, Park and Tourism Administration, Nursing, Criminal Justice, and other departments at Sacramento State University. In addition, the District collaborates with other local recreation and park districts and our local business community and service organizations to enhance programs without incurring additional costs.
  - Swanston Community Center serves as the headquarters for the new Sheriff's Youth Services Unit serving the Arden Arcade area and the non-profit youth outreach program known as the Sheriff's Community Impact Program (SCIP).
  - Mission Oaks Community Center at Gibbons Park houses perhaps the largest active senior adult program in the region, serving 3,700 people per month. The Center frequently starts new programs for the multiple generations it serves while strategically reaching out to the growing number of "baby boomer" participants.
  - The Swanston Community Center serves as home base to "Project HYPE" (Healthy Youth for Physical Excellence). The program has many sponsors and has received grants and other support for its operation. During its third summer in 2011, the program put Sacramento County on the state map by receiving the California Governor's Council on Physical Fitness and Sports Spotlight Awards Silver Metal.
- **Current and Anticipated Needs and Trends:** According to our surveys, District residents desire the maintenance of existing facilities, making improvements to parks, and adding new programs relevant to today's needs and future trends. The District has embraced the trend toward sustainable landscapes by considering the need for redesign of parklands to reduce irrigation and management practices while retaining the capacity to meet our residents' current and future recreational needs. Additionally, the Board and staff monitor available private property for acquisition of future parks, and surplus school property for continued public recreational use.

## **Master Plan Document Overview**

The following provides a brief description of the information and research used to develop the full Master Plan Working Document and Executive Summary.

This material is available upon request.

### **SECTION 1**

The Executive Summary includes a brief overview of the Master Plan and is also included in the full document.

### **SECTION 2**

The 2009 District Strategic Plan was developed by a working committee of the staff and Board members in conjunction with District consultant Lisa Yates. The Strategic Plan committee revised the District Mission and Vision statements based on research gathered from a community-based survey, two focus groups, and several staff workshops.

This Historical Narrative Update, in the full 2000-2012 Master Plan, includes a recap of notable developments, events, programs, and legislation gleaned from the monthly Advisory Board reports during this period. This is the third such Historical Update; similar reports were included in the 1988 Master Plan and the 2000 Master Plan. Within the Summary Document, this information is referenced, but not included.

The District Demographics includes the most recent data available from the 2010 Census. This information was compiled pro bono by SACOG, the Sacramento Area Council of Governments, under the direction of Tina Glover, Associate Research Analyst and Demographer.

### **SECTION 3**

The District Park Survey Report includes the results from a survey of 415 respondents. A public needs assessment is one element that is always included in a master plan, though new survey methods continue to develop. This in-depth study measured the residents' satisfaction with a variety of services including programming, ease of registration, how people obtain information about the District, new desired park amenities, and park maintenance. This study was conducted with great assistance from Dr. Lisa Jorgensen, Assistant Professor in the Department of Recreation, Park, and Tourism Administration, Sacramento State University. In addition to the survey process, 17 Neighborhood Park Meetings provided residents the opportunity to express their perspectives about the park system. Meeting notes from all of the neighborhood meetings are included in the full Master Plan document.



#### **SECTION 4**

The Recreation Programs and Services Inventory and Partnerships: This section includes a review of recreation programs, services, and partnerships. This resulted in Program Strengths, Gaps and Goals that were developed from the inventory of programs and services. Survey results were used to provide recommendations in this area. Program inventory information can be accessed in the full Master Plan Report.

#### **SECTION 5**

The Park Data, Maps, and Park Asset Inventory includes each park's location, acreage, and a summary of key features within the park.

The GPS District-wide Park Asset Inventory is included as a total listing of all District property. This is a tool to assist with the federal GASB 34 reporting requirements as a baseline data set for our risk management program.

The Park Standards and Landscape Management Specifications document the current standards and park operational management practices.

Infrastructure Replacement and Preventive Maintenance Projection describe the District infrastructure development and redevelopment efforts. The inventory has been used to establish a preventive maintenance program. It was valuable in developing the 10-Year Park Assessment District Projection highlighted in the next section.

#### **SECTION 6**

Proposed Capital Projects by Fiscal Year 2013 – 2022 will guide the staff and Board with annual budget development. Projects anticipated for a specific year have been projected based upon the preventive maintenance schedule shown in the previous section.

Projects were based on needs identified in the survey and in park meetings. Preventive maintenance practices and infrastructure replacement will continue to be a high priority.

Ten-Year Parks Assessment Projection is a two-page summary by item, year, and cost. Over this ten-year period, basic expenditures and some park improvements are anticipated to exceed \$32,000 over the projected revenue.

Many of the new desired park features will require grants and other funding mechanisms.

## **SECTION 7**

The Revenue Resources section provides a summary of six funding sources that are used for park development, re-development, equipment and amenity replacement, ongoing maintenance, and park security. Additionally, two other potential funding mechanisms are identified.

2000 – 2012 Finance Summaries demonstrate the District’s past conservative financial practices that have kept this agency thriving and not merely afloat in difficult financial times. This section includes the Assessment District Budget Summaries and the District General Fund Budget Summaries. By using the District’s general fund budget summaries from 1988, 2000 and 2012, one can view the financial history of the District over the past 37 years.

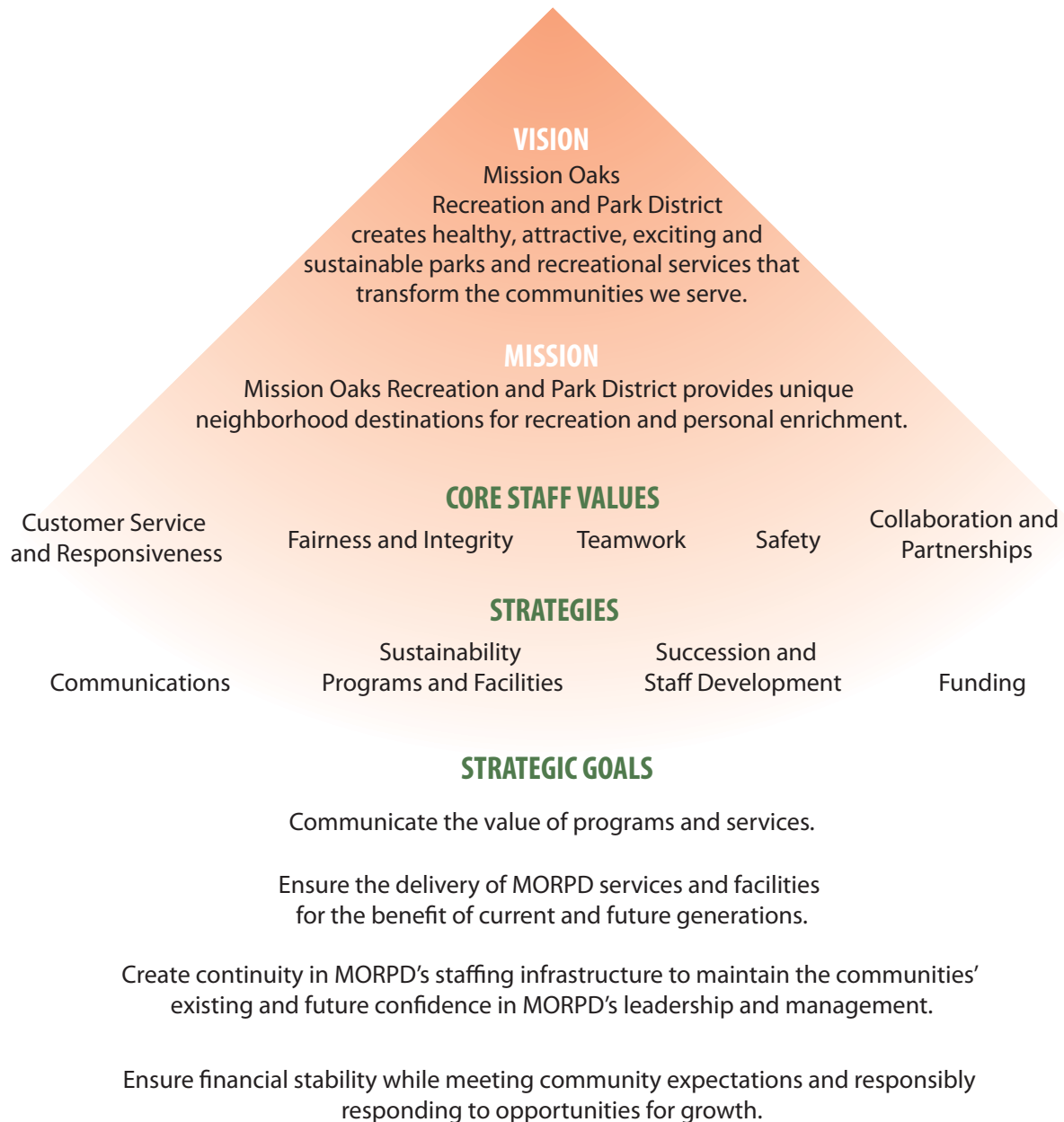
The Recreation Program Cost Recovery Matrix shows achievement in budget development and revenue goals for each of the programs offered by the District.

## Section 2 - Historical Update, Strategic Plan and Demographics

---

In 2009, the Park District completed a Strategic Planning process with ACS Quantum Strategies, LLC (ACS). Strategic planning begins with a review and development of vision, mission and values.

The Plan included Vision and Mission statements and core values for staff, as follows:



## Strategic Goals

The following information lists the Strategic Themes, Strategic Goals and Objectives for the District:

### COMMUNICATIONS

**STRATEGIC GOAL:** Communicate the value of programs and services.

**STRATEGIC OBJECTIVES:**

1. Actively engage in marketing and communications.
2. Develop partnerships with community groups and organizations, businesses and public agencies.
3. Develop a marketing plan with designated strategies and aligned costs to increase awareness of the District's value to the communities it serves.

### SUSTAINABILITY – PROGRAMS AND FACILITIES

**STRATEGIC GOAL:** Ensure the delivery of MORPD services and facilities for the benefit of current and future generations.

**STRATEGIC OBJECTIVES:**

1. Physical: Maximize the long-term viability and longevity of MORPD's physical resources.
2. Personnel: Develop a sustainable staffing infrastructure.
3. Fiscal: Remain good stewards of financial resources while continually searching for innovative funding solutions.

### SUCCESSION AND STAFF DEVELOPMENT

**STRATEGIC GOAL:** Create continuity in MORPD's staffing infrastructure to maintain the communities' existing and future confidence in MORPD's leadership and management.

**STRATEGIC OBJECTIVES:**

1. Train, recruit and develop staff for advancement and mobility.
2. Network our network.
3. Create and regularly update desk procedures (policies and procedures/tasks).

## FUNDING

**STRATEGIC GOAL:** Ensure financial stability while meeting community expectations and responsibly responding to opportunities for growth.

**STRATEGIC OBJECTIVES:**

1. Actively and creatively pursue funds.
2. Annually review and adjust current fee schedule.
3. Identify dollar conservation tactics.

## Historical Overview of the District

A complete historical overview is included in the full Master Plan document. As background, The Mission Oaks District is located just east of the City of Sacramento and encompasses portions of the unincorporated communities of Arden-Arcade and Carmichael. The District formerly known as County Service Area No. 7, originated in 1963 to serve only a small area known as the Mission-Cottage area that was bounded by El Camino Avenue, Walnut Avenue, Arden Way and Eastern Avenue.

Initially summer recreation programs were provided for youth at Billy Mitchell and Starr King Schools. The District increased in size in 1974 as a result of the county Board of Supervisors' "Park Agency Reorganization Study", which attempted to place all non-served areas within the county into an active recreation and park agency. At that time, the administration of the service area was provided by the County Parks and Recreation Department.

On November 5, 1974, the Service Area residents approved a ballot measure which changed the Service Area to a dependent special district and annexed some formerly non-served areas in the Arden-Arcade and Carmichael communities. The District is generally bounded by the American River on the south, Ethan Way and Watt Avenue on the west, Auburn Boulevard and Cypress Avenue on the north, and Manzanita and Walnut Avenues on the East.

On January 1, 1975, Mission Oaks Recreation and Park District (MORPD) became a dependent special district under the enabling act provided by Section 5780 of the Public Resources Code and expanded to 8 and one-half square miles. At the request of the board of directors of the independent Windemere Recreation and Park District, the Windemere area was annexed to the Mission Oaks district by the Board of Supervisors in October, 1993. This 3-quarter acre area contained one park and expanded the district's service area from 8.5 to 9.1 square miles.

The MORPD is governed by a five-member Advisory Board of Directors appointed by the Board of Supervisors. Advisory Board members may serve up to two four-year terms. Based upon the District estimate by SCI, Inc. in the 2010 Nexus Study, the District served approximately 61,129 citizens.

The District developed and maintains 11 parks, four school parks and one county flood retention basin that serves as a park named Hazelwood Greens. The District's facilities are home to many soccer clubs and Little League baseball teams. Facilities consist of two community centers, the District office, and the maintenance and operations headquarters, housed in what once was a surplus fire station. This maintenance facility is located on Mission Avenue just south of Arden Way and was acquired from the Sacramento Metropolitan Fire District on March 1, 2010.

The 12,400 square-foot community center in Gibbons Park, which opened in October 1982, serves all ages, while focusing on an extensive and extremely popular program for our age 50-plus customers. The 5,000 square-foot Swanston Community Center, which opened in April 2008, also serves the entire community, with a strong focus on programs for neighborhood and at-risk youth. Partnerships with other community groups, including the Sheriff's Community Impact program, Youth Services Unit and Sacramento County Sheriff's Department, creates a strong programming base for this facility. The District's full-time staff has varied over the years based upon both need and budgetary considerations. The staff currently consists of 12 full-time and 75-150 part-time employees.

## **Demographics**

Section 2 of the Mission Oaks Recreation and Park District Master Plan includes a Demographic report. Information for this report includes information from the 2010 Census and the 2006-2010 American Community Survey. According to the 2010 Census, the total population is 57, 216, an amount that is lower than an engineer's estimate.

The census includes population information based on Race/Ethnicity, Housing Tenure, and Gender/Age. The population information is then categorized under 14 neighborhoods. One neighborhood, (N) has been further sub-divided into three sections because of the high population within that neighborhood as well as the diversity within such a small area.

The Race and Ethnicity category is fairly consistent throughout all neighborhoods based on their size and population. However, 54% of neighborhood “N” (Arden Way to Fair Oaks Blvd. and Ethan Way to Fulton Ave.) is made up of non-white residents compared to the other neighborhoods which are predominantly white. The following reflects the percentages of Race and Ethnicity for neighborhood N:

- White, Non-Hispanic ..... 46%
- Hispanic ..... 24%
- Black, Non-Hispanic ..... 16%
- American Indian Alaska Native Non-Hispanic (AIAN) ..... 0.5%
- Asian Non-Hispanic ..... 8%
- Native Hawaiian Other Pacific Islander Non-Hispanic ..... 0.6%
- Other Non-Hispanic ..... 0.2%
- Two or More Races Non-Hispanic ..... 5.5%

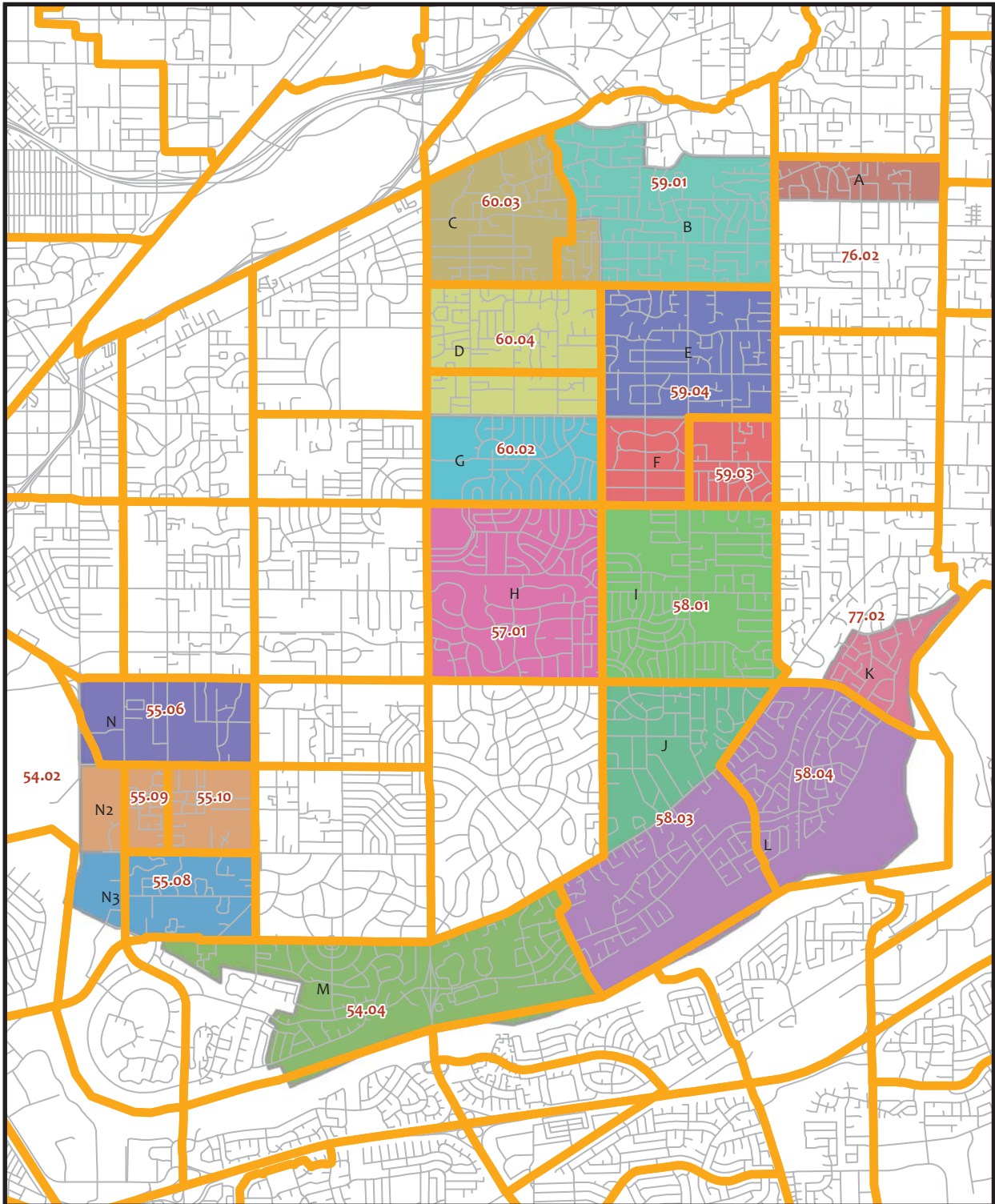
District-wide, there are 28,024 housing units. Of those, 46.1% are owned and 45.5% are rented. The vacancy rate of housing units is 8.3%. Of the housing units in neighborhood “N” 72.6% of the homes are rented. Only two other neighborhoods (C and F) have a higher rental rate versus owned rate.

The population of Mission Oaks is 57,216. Of that, 53% are women and 47% are men. The two largest age segments for women are: 20-29 year olds (15.2%) and 50-59 year olds (14.3%). For men, the two largest age segments for men are: 20-29 year olds (15.5%) and 50-59 year olds (13.9%).

Neighborhood N again shows varied numbers in the Gender and Age category with a population of 3,960 ages 20 to 29. The next closest neighborhood for the 20 to 29 age segment is neighborhood C with a population of 711. All of the other neighborhoods tend to be more evenly dispersed amongst age groups.

The American Community Survey information defines both the MORPD neighborhoods and surrounding counties in education attainments. When looking at the education levels of all neighborhoods, N2 showed the greatest percentage of population of individuals who achieved a level less than 9th grade at 10.1%. Conversely, there were three neighborhoods with over 25% of the population who achieved Graduate or Professional degrees. These were neighborhoods M, J, and L. (See map on page 12.)

## Mission Oaks Recreation & Park District with Census Tracts





**2010 Census** Block Summaries - Population

Neighborhood	# blocks	2010 Total Pop
A	16	1,459
B	56	4,558
C	31	4,942
D	44	4,311
E	48	3,921
F	32	3,181
G	30	2,632
H	71	3,060
I	83	5,050
J	30	1,509
K	17	962
L	74	4,621
M	68	4,043
<i>N</i>	<i>18</i>	<i>3,066</i>
<i>N2</i>	<i>32</i>	<i>6,201</i>
<i>N3</i>	<i>20</i>	<i>3,700</i>
N (Total)	70	12,967
<b>Totals:</b>	<b>670</b>	<b>57,216</b>

NOTE: *Neighborhood N has been further subdivided due to diversity and to provide more detailed information to assist with grant writing.*

The comparison of numbers for Sacramento County as a whole are:

Neighborhood	Census Tract	Median Poverty Rate	Family Income	Less than 9th Grade	9th-12th grade, no diploma	High School Graduate	Some College	Associates Degree	Bachelor Degree	Pro or Graduate Degree
Entire County		13.9%	\$66,003	7.0%	14.9%	22.4%	25.6%	9.2%	19%	8.9%
Mission Oaks		12.67%	\$76,618	2.9%	4.7%	18.9%	26.5%	8.4%	24%	14.4%

## Section 3 - Survey Overview

---

This section includes the results from an online and hardcopy survey of 415 respondents. A more detailed narrative of the results is included in the full Master Plan document. In addition, the Master Plan includes a full summary of 17 Neighborhood Park Meetings that provided residents with the opportunity to provide input into current usage and desired future park features.

The survey measured resident satisfaction in a variety of service areas. This survey was conducted in response for a need to assess if, as an agency, the District is fulfilling its mission to the community. The survey data has provided information to effectively assess and plan to meet the needs/interests of the District residents.

The survey was based on a specific purpose and objectives that were specifically measured, allowing the District to ask questions that were directly in line with our mission statement and overall service. Not only will this information allow the District to make clear decisions regarding our future, it also will strengthen our ability to compete for funding through grants and other funding resources. As a result, the District is positioning itself to “go to the table” with other public entities by demonstrating it is a mission-driven District.

### **SURVEY PURPOSE AND OBJECTIVES**

This current survey (2012) was guided by the following purpose: to determine if MORPD is meeting its mission by providing unique neighborhood destinations for recreation, contributing to personal enrichment, and meeting the recreational interests and needs for people who live in the District.

#### **OBJECTIVES:**

1. To identify if residents are provided unique neighborhood destinations for recreation.
2. To identify if residents are provided services that contribute to their personal enrichment.
3. To identify if Mission Oaks is meeting the interests and needs of the people living in the District.
4. To identify if the staff at Mission Oaks is meeting outcomes for quality customer service.

## EVALUATION SUMMARY AND MAJOR FINDINGS

- The OVERALL RATING for MORPD service was very high, with 69% of the participants in the survey giving the District an “A” grade.
- The participants of the survey defined the MORPD parks as a “unique recreation destination” by being “User Friendly,” having “Special Play Areas”, and providing “Distinctive Recreation Areas.”
- Recreating at MORPD “signature parks” are further defined as venues for participants to “Connect to Other Community Members.” This outcome aligns the District with the California Parks and Recreation Society Vision Statement; “We Create Community through People, Parks, and Programs.”
- The top reasons people visit MORPD parks for “personal enrichment” are because they offer opportunities for “Play” and “Fun.” “Physical Fitness/Exercise” is also an important reason for visiting the MORPD parks.
- MORPD is doing well in areas of providing excellent “Customer Service,” “Modes of Registration,” and offering a “Variety of Programs” for participants to attend.
- Participants’ interest in additional specialized park features suggested more areas in MORPD for community recreation (versus individualized recreation), including walking trails, swimming pools, community gardens, dog parks, and spray parks.
- Most of the survey participants did not indicate a need for additional programs. Those that did offer suggestions mentioned MORPD programs at sites that can facilitate indoor and outdoor recreation activities (e.g. programs, clubs, sports, events, and facilities).
- MORPD parks most often visited included Gibbons Park, Mission North Park, and Swanston Park (each designated “community parks”). These parks led the survey among those visited multiple times per week by customers.
- The MORPD programs attended most often (multiple times per week), included:
  - Summer Youth Camps
  - Senior Fitness and Exercise
  - Adult Fitness

Excluding the Summer Youth Camp (which was likely a consequence of the time of year the survey information was gathered), the five programs attended most often (multiple times per week) are all coordinated programs offered at a park where a facility is available for indoor and outdoor recreation activities.

- Across all services, participants rated MORPD between “Very Good” and “EXCELLENT” for the District’s level of performance to participant’s importance. Two service areas may need consideration in terms of what is important to participant and the performance of MORPD, including Sites and Facilities (upkeep of amenities,

especially providing “Clean Bathrooms”) and Distribution of Public Funds (more focus of funding in the area of “Maintenance and Repairs of Parks and Facilities” and “Replacement of Equipment “and less in the area of “Adding New Parks”).

- MORPD publications are used most often by residents when receiving hard copy information about programs/services, including The MORPD “Recreation Guide,” “Flyers Mailed to the Home,” and “Flyers Brought Home from Schools.”
- Out of the six choices for electronic sources of information, the MORPD online sources are used most often, including the “MORPD Website” and the “Email Newsletter.”
- Participants were asked their opinion on sustainability through the redesign of some of the MORPD parks. The intention of these redesigns would be to reduce dependence on water and effectively manage the District’s financial and natural resources. Overall response by participants was “Supportive.”

#### **Section 4 - Recreation Program & Services, Strengths, Gaps and Goals**

---

Section 4 of the Master Plan includes information about recreation services, the strengths of the services, and the gaps and goals of programs and services. The full Master Plan document includes an inventory of District Sponsored and Co-sponsored recreation programs. The last segment of Section 4 includes a chart of subsidy levels for programs. This assists in the establishment of fees and charges. Additionally, this assists in assuring equitable access to programs for all residents.

##### **STRENGTHS:**

- **Senior Adults:** MORPD offers a wide array of programs for the Senior Adult population, and has one community center that focuses primarily on programming for this population. MORPD is known throughout the region for doing excellent work in providing recreational opportunities to Senior Adults. Many of the programs, most notably the Senior Dances, attract people from outside our District boundaries.
- **Youth Camps:** MORPD offers six summer camps for youth in addition to four summer youth sports camps. As demand grows, we have the staff and space to expand. Camps are also offered during extended school breaks in November, December, February and March/April. This is a comprehensive and successful program area for MORPD.
- **Youth Sports:** MORPD offers a well rounded and attended youth sports program for the San Juan Unified School District elementary and middle schools within the Mission

Oaks District boundaries. Some private schools also participate in these youth sports programs. Sports include volleyball, flag football, basketball, track & field, and wrestling (for middle schools only). In addition to these leagues, MORPD offers various youth sports camps during the year, as well as a youth running club, youth tennis lessons, and youth soccer classes. MORPD is also a partner with the Sheriff's Community Impact Program (SCIP) in offering other sports such as golf, boxing and rugby. MORPD facilitates local youth sports programs by issuing permits for our athletic fields.

**GAPS:**

- ***Adult Sports:*** Without its own gymnasium or lighted athletic facilities, MORPD is unable to operate a comprehensive adult sports program. In 1997 MORPD cancelled its adult softball program due to declining participation. The league had been held at Greer/Winthers Park during weeknight twilight hours and/or weekends in the daylight. Neighboring districts and cities were operating leagues with lighted ball diamonds and most teams playing in MORPD leagues decided to move. MORPD has since been directing players and teams primarily to Carmichael Recreation & Park District, which offers adult sports leagues in softball, volleyball, basketball, dodgeball and kickball. There are many adult sports league options in the Sacramento area, so we feel the needs of our residents are being met elsewhere.
- ***Inclusive Recreation Programs for Individuals with Special Needs:*** MORPD has remained aware and conscientious about meeting requirements with the Americans with Disabilities Act in regards to equipment and facilities. MORPD accepts participants with special needs into its programs without discrimination. MORPD is lacking in the offering or facilitation of programs specifically designed for those with special needs.
- ***Art Classes and Programs for Youth:*** Our camps and preschools have art components, and we offer a youth Jazz Dance class, but we are not offering a well-rounded variety of art options for children.
- ***Other Gaps in Programs and Facilities:*** The Master Plan survey shows that a significant number of MORPD customers are interested in: 1. More *Walking Trails* in parks; 2. *Swimming Pools and Spray Parks*; 3. *Community Gardens*; and 4. *Dog Parks*. Aside from some walkways in most of our parks, and a spray park at Swanston, MORPD does not provide the other facilities.

**GOALS TO ADDRESS GAPS:**

- **Adult Sports:** Review the team rosters on file with Carmichael Recreation & Park District to determine how many (and percentage of) players reside in the Mission Oaks District. This will help us determine the level of interest our residents have in adult sports, and if our efforts to direct residents to our partner, the Carmichael Recreation and Park District, is beneficial to residents of both districts.
- **Inclusive Recreation Programs for Individuals with Special Needs:** MORPD can become more involved by seeking neighboring agencies already participating in recreation programs for those with special needs, and finding out how we can become involved either as a partner, or by offering a facility that may meet their needs for a new program. There is an adult wheelchair tennis group in the area that may want to reserve two of our courts for practices and matches. This would be an opportunity for us to be more inclusive in our program offerings.
- **Art Classes and Programs for Youth:** MORPD can research the options that are being offered to residents in our District in the area of youth art programming. It may be determined that there are plenty of options for children at a reasonable cost. If not, this would be an area for increased programming that we should offer our residents.
- **Other Gaps in Programs and Facilities:** Some of these gaps (i.e. walking trails and community gardens) are easier to accomplish from a financial and political perspective than others (i.e. swimming pools and dog parks). Financial studies and community meetings would need to be conducted in order to determine how we are to proceed with these decisions.
- **Trends:** It is important for MORPD to stay abreast of national, state and local trends in programming. With baby boomer retirement continuing to grow, the trend has been an interest among active seniors to participate in more athletic programs than prior generations of seniors. The programming at the Mission Oaks Community Center continues to become more active by keeping up with the interests of the aging populous with more dances and fitness classes. The climate may be about right for MORPD to begin offering some sports for seniors. Surveys and focus groups would help us determine what, if any athletics would be popular.

The trend of fighting childhood obesity, and the obesity of all age groups, is one that we will likely see continue for many years. MORPD will need to stay focused on this goal when creating new recreation programs.

## **Section 5 - Park Descriptions, Asset Inventory, Maintenance Standards, Replacement schedule**

---

Section 5 of the Master Plan includes four sections. These include:

### **PARK DATA, MAPS, AND PARK ASSET INVENTORY**

This section includes brief information about each of the parks in the system. The full Master Plan document has more extensive information that includes park maps and complete asset inventory of each park.

### **DISTRICT WIDE PARK ASSET INVENTORY**

This section includes a summary of all park assets and their total value.

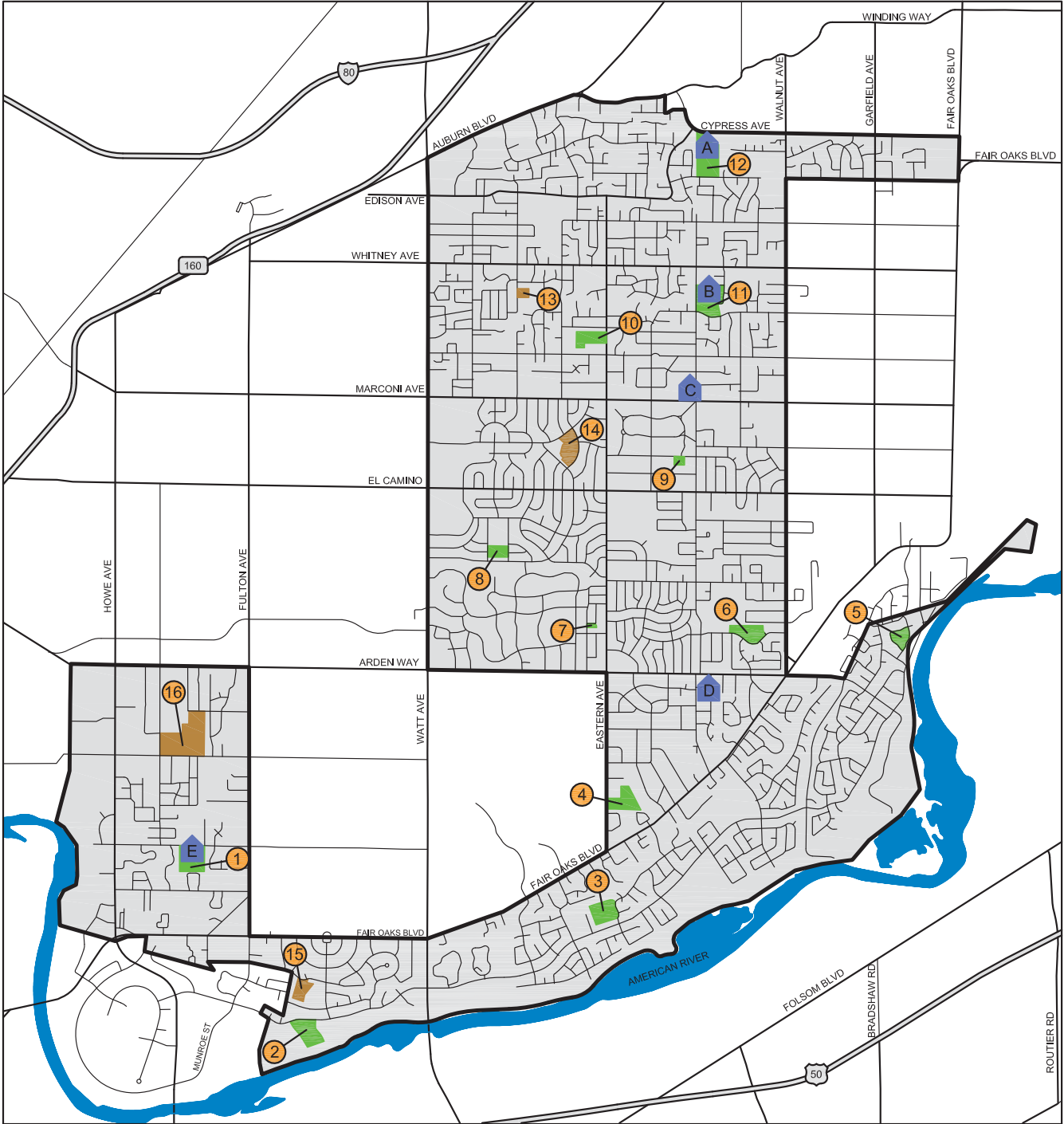
### **PARK STANDARDS – LANDSCAPE SPECIFICATIONS**

This section describes current standards and maintenance practices.

### **INFRASTRUCTURE REPLACEMENT AND PREVENTIVE MAINTENANCE PROJECTION**


This section includes information about replacement and preventive maintenance for park assets and equipment. Good park systems invest in the infrastructure.

MISSION OAKS DISTRICT MAP





**DISTRICT MAP MATRIX**

		Park acreage	Ball diamonds	Basketball Court - ♿	Play equipment - ♿	Horseshoe pits	Soccer field	Tennis Courts - ♿	Volleyball courts	Open play area	Nature Area	Off street parking - ♿	Barbeques	Community center - ♿	Picnic tables - ♿	Restrooms - ♿	Shade shelter - ♿	Reserve picnic areas - ♿	
<b>PARKS</b>																			
1	SWANSTON COMMUNITY PARK 2350 Northrop Ave., Sacramento	10		1.5	●		2	2	1	●		●	●	●	●	●	●	●	●
2	OAK MEADOW 2734 American River Drive, Sacramento	5.5			●					●					●			●	
3	ASHTON 4251 Ashton Drive, Sacramento	9.8		1.5	●		1	3	1	●		●	●		●	●	●	●	●
4	VALLEY OAK 1150 Eastern Ave., Sacramento	10.2	3		●		1			●	●	●			●	●	●	●	
5	SHELFIELD 1849 Suffolk Way, Carmichael	5			●	●		2		●		●			●				
6	MADDOX 4821 Thor Way, Carmichael	6			●				1	●	♿		●		●				
7	WINDEMERE Windemere Lane, Sacramento	.75		.5	●					●					●				
8	ORVILLE WRIGHT 2331 St. Marks Way, Sacramento	4.2			●	●			1	●		●			●				
9	HAZELWOOD GREENS Hazelwood Ave., Sacramento	1.8								●									
10	EASTERN OAK 3127 Eastern Ave., Sacramento	4.2			●	●	1			●		●			●				
11	MISSION NORTH 3344 Mission Ave., Carmichael	12.7			●					●		●	●		●	●			●
12	GIBBONS COMMUNITY PARK 4701 Gibbons Drive, Carmichael	17.5		1	●			4	2	●		●	●	●	●	●	●	●	●
<b>SCHOOL PARKS</b>																			
13	COWAN 3350 Becerra Way, Sacramento	.5			●	●				●		●			●			●	
14	DEL PASO MANOR 2700 Maryal Drive, Sacramento	3			●	●	1	2	1	●		●			●				
15	SIERRA OAKS 2762 Huntington Road, Sacramento	4.6			●	●	2	2		●			●		●				
16	GREER/WINTHERS 2301 Hurley Way, Sacramento	6.1	2		●	●	●	4		●		●			●			●	
<b>OTHER DISTRICT FACILITIES</b>																			
A	MISSION OAKS COMMUNITY CENTER (MO/CC) 4701 Gibbons Drive, Carmichael																		
B	DISTRICT OFFICE 3344 Mission Ave., Carmichael																		
C	MISSION OAKS PRESCHOOL 4641 Marconi Ave., Sacramento																		
D	MISSION STATION PARK MAINTENANCE FACILITY 1616 Mission Ave., Carmichael																		
E	SWANSTON COMMUNITY CENTER (SCC) AND SPLASH PARK 2350 Northrop Ave., Sacramento																		



**District-wide Goals:** Managed tree replacement, irrigation conservation projects, updated signage



### Ashton Park

4251 Ashton Drive

Acreage: 9.8 Acres

**Main amenities include:** Soccer field, picnic shelters, playground, and restroom

**Proposed improvements:** Walking trail with distance markers and adult fitness equipment, benches



### Cowan School Park

3350 Becerra Drive

Acreage: 1.5 Acres

**Main amenities include:** Playground, picnic shelter, and picnic tables

**Proposed improvements:** Work with school district to develop kickball field, school garden, and outdoor performing arts area on school property



### Del Paso Manor School Park

2700 Maryal Drive

Acreage: 3.0 Acres

**Main amenities include:** Picnic area, playground, soccer field, basketball courts, tennis courts, and volleyball court

**Proposed improvements:** Work with school district to develop shade for the soccer area, perimeter decomposed granite walking trail, and girls softball field near north corner, all on school property



### **Eastern Oak Park**

3127 Eastern Avenue

Acreage: 4.2 Acres

**Main amenities include:** Soccer field, playground, walking path, horseshoe pit, shuffleboard court

**Proposed improvements:** Shaded picnic tables, pickle ball lines on hard court, distance markers and exercise stations along concrete walking path, dog park



### **Gibbons Park**

4701 Gibbons Drive

Acreage: 17.5 Acres

**Main amenities include:** Community Center, picnic shelter, picnic areas, BBQ grill, playground, walking path, tennis courts, park volleyball, basketball court, restrooms

**Proposed improvements:** Walking path, reduce irrigated area, pickle ball lines on tennis courts, add ½ court basketball, musical performance area, demonstration gardens, bocce ball and horseshoes with shade and seating



### **Greer School Park**

2301 Hurley Way

Acreage: 6.1 Acres

**Main amenities include:** Picnic area, ball diamond playground, walking path

**Proposed improvements:** Community garden along Bell Street between Greer and Encina, or at the old Encina High tennis courts on Whitkop Street



### **Hazelwood Greens**

4600 Hazelwood Avenue

Acreage: 1.8 acres

**Main amenities include:** Turf and trees only. This area is a storm retention basin to alleviate localized flooding. No amenities were planned for this site.

**Proposed improvements:** Alternate entrance at west end, open gate later and close earlier, drinking fountain, benches, replace perimeter plant material



### **Maddox Park**

4821 Thor Way

Acreage: 6.0 Acres

**Main amenities include:** Picnic area, playground, walking path, and picnic shelter

**Proposed improvements:** Perimeter walking path, upgrade play equipment to challenge older children, kiosk and bulletin board for flyers, additional signage



### **Mission North Park**

3344 Mission Avenue

Acreage: 12.7 Acres

**Main amenities include:** District Office, picnic areas, playground, picnic shelter, and restroom

**Proposed improvements:** Additional walking path with benches, ½ basketball court, improved park lighting





## Oak Meadow Park

2734 American River Drive

Acreage: 5.5 Acres

**Main amenities include:** Picnic area, playground

**Proposed improvements:** Shade for benches, disc golf, tricycle trail, dog park on north side of American River Drive



## Orville Wright Park

2331 St. Marks Way

Acreage: 4.2 Acres

**Main amenities include:** Picnic area, playground, sand volleyball court, horseshoe pits

**Proposed improvements:** Playground shade, perimeter walking trail and benches, more benches south of playground and west of sand volleyball court, movies in the park, bocce ball near horseshoe pits



## Sheffield Park

1849 Suffolk Way

Acreage: 5.0 Acres

**Main amenities include:** Picnic area, playground, tennis courts, picnic areas, horseshoe pits, and walking path

**Proposed improvements:** Playground shade, replace plaza trees with better shade trees, drinking fountain with misting station, bottle filler, and doggie bowl, basketball shooting goal



### **Sierra Oaks School Park**

2762 Huntington Road

Acreage: 5.0 Acres

**Main amenities include:** Soccer fields, picnic area, playground, and tennis courts

**Proposed improvements:** Drinking fountain, replace old street fencing with black chain link, eliminate soil erosion along street



### **Swanston Park**

2350 Northrop Avenue

Acreage: 10.0 Acres

**Main amenities include:** Community Center, picnic shelters, sand volleyball court, playground, basketball courts, tennis courts, walking path, splash park, and restrooms

**Proposed improvements:** Add gymnasium with kitchen and large lobby, perimeter walking trail with distance markers, dog run (separate fenced areas for large and small dogs)



### **Valley Oak Park**

1150 Eastern Avenue

Acreage: 10.1 Acres

**Main amenities include:** Baseball fields, soccer field, batting cage, picnic area, playground, scoreboards, snack bar, nature trail, and restrooms

**Proposed improvements:** Redevelop nature area trails with interpretive signage, replace fence along Eastern Avenue with black chain link material



## Windemere Park

Windemere Lane

Acreage: .75 Acre

**Main amenities include:** Picnic area, playground, basketball court, and BBQ grill

**Proposed improvements:** Shade over playground equipment, replace Rolling Hills Drive shrubs and sign at corner, re-landscape park area, otherwise, keep remaining area as is

## Landscape Management Performance Specifications

### INSPECTIONS AND DIRECTIONS

This section of the Plan details the landscape management performance specifications for contracted services. The specifications include performance criteria for a variety of functions, from mowing and edging to chemical application and restroom cleanliness. The complete list of standards is included in the full Master Plan document. The major categories of areas included in the standards are as follows:

- A. Mowing and Edging**
- B. Pest Control**
- C. Chemical Application**
- D. Weed Control**
- E. Fertilization**
- F. Policing and Garbage Disposal**
- G. Trees and Shrubs**
- H. Gates**
- I. Hazards and Maintenance Deficiencies**
- J. Restrooms**

## **District-wide Facility Asset Report**

This section of the plan provides information about District assets and includes a total listing of all park property based upon GPS locations. This report assists with the GASB 34 reporting (Governmental Accounting Standards Board) and risk management purposes. Categories of assets include:

- Parks (picnic areas, playgrounds, sport courts, landscape, turf, spray park, irrigation, and utilities)
- Hardscapes (parking lots and paths)
- Buildings
- Signage
- Trees

Total Valuation of District Assets is \$5,349,428.44

## **Infrastructure Replacement and Preventative Maintenance Schedule**

The last section of the Plan includes a full listing of replacement and preventative maintenance schedules for the District. This includes buildings, parking lots, playgrounds, tennis courts, basketball courts, and vehicles. Criteria for replacement include the following:

- Buildings: roof, exterior finish, and painting. This section also includes information about when the facility was built, type of roof, scheduled for roof replacement, type of exterior finish, and painting cycle.
- Parking: date of initial construction, number of spaces, overlay, rebuild, or repair schedule.
- Playground: initial date of installation, previous replacements, and future replacement schedule.
- Tennis and Basketball Courts: list of all courts by location along with the preventive maintenance and repair schedule.
- Vehicles: list of current vehicles and future replacement schedule.



## Section 6 - Guiding Principles

---

This section of the Master Plan includes 10 Guiding Principles and Policies that will assist in guiding decision making for existing parks and programs as well as new parks and programs. The Principles are as follows:

- 1.** Ongoing Planning and Community Involvement: The District will continue its legacy in continuously planning for the future of the system. Additionally, community input will be a cornerstone of all planning efforts.
- 2.** The 2009 District Strategic Plan is incorporated within the Master Plan and also serves as a framework for decision making.
- 3.** The Master Plan will be used as a Guiding Document for the Annual Budget Preparation, Park Planning, Development and Future Recreation Program implementation.
- 4.** The District will have sufficient assets in Land, Staffing, and Equipment to meet the system's goals: The District will continuously develop asset inventories and replacement schedules, maintain a sufficient number of well-trained staff to perform their jobs and deliver the best possible service, acquire representative park acreage, and invest in the system's infrastructure.
- 5.** The District will provide equitable access for parks, facilities, programs and services. All residents should have an opportunity to access services and programs. This includes consideration of ADA requirements, AB2404 Gender Equity Title IX, park land and facilities equitably located around the District to ensure opportunities for all, and the provision of affordable services.
- 6.** The District is committed to listening to the "Voice of the Customer." Not only is the District interested in seeking community input into new acquisitions, development and renovation efforts, but also will have a robust process to seek to measure satisfaction levels of users in programs and services.
- 7.** Safety from Physical Hazards and Crime is of paramount importance. The District will diligently monitor and inspect parks and facility assets to ensure patron safety.

8. The District’s Sustainability Policy shall be a criterion for redesign of parks to maximize water conservation.
9. Partnerships for Park Improvements as well as Recreation Program delivery will continue to be a high priority.
10. Walking trails and additional shaded areas in parks should receive a very high priority in all future park improvements. Shade from the planting of trees as well as shade over the playground equipment would satisfy this need.

This section of the report lists a spreadsheet of proposed capital expenditures for FY12-13 through FY 21-22, which is a ten year park assessment projection. Areas of detail include:

- Routine Maintenance and Service
- Capital Improvement and Replacement Projects
  - Parking lots
  - Tennis Courts
  - Basketball Courts
  - Playground Equipment
  - Park Restrooms
  - Walking Trails
  - Community Gardens
  - Equipment—Vehicle Replacement 8-10 year cycle

Total Value of Expenses listed in 2012 Dollar Values for the next 10 years is as follows:

<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
\$ 1,046,003	\$ 1,270,506	\$ 1,293,009	\$ 1,018,012	\$ 758,015
<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
\$ 860,518	\$ 903,021	\$ 878,024	\$ 948,027	\$ 983,030

Total Projected Revenue Bases in 2012 Dollar Values:

<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
\$ 981,857	\$ 983,120	\$ 985,601	\$ 988,166	\$ 990,817
<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
\$ 993,559	\$ 996,393	\$ 999,323	\$ 1,002,354	\$ 1,005,487

## Section 7 - Revenue Resources

---

### FINANCIAL RESOURCES FOR CAPITAL IMPROVEMENTS, PREVENTIVE MAINTENANCE, ONGOING PARK AND FACILITY MAINTENANCE AND REAL PROPERTY ACQUISITION

The County of Sacramento 2005 – 2030 General Plan update has identified the following as Implementation Measures for its Policies Supporting Park Operations and Maintenance: A) Continue to investigate alternative financing mechanisms for local and regional parks and recreation operations, and maintenance and B) Assist park agencies in identifying and pursuing supplementary financing mechanisms for local and regional parks and recreation services, including programs and maintenance. The last section of the full Master Plan document includes information about funding mechanisms.

There are currently six different funding mechanisms that are utilized in combination to fund the District's Annual Park Maintenance Program and Capital Improvement Projects. All of these revenue sources are combined into the Revenue Section of the Assessment District Budget.

Other funding mechanisms exist that the District could explore in the future if needed including a Parcel Tax (66 2/3% vote required) or a Community Facilities District. The Community Facilities District Act (more commonly known as Mello-Roos) was a law enacted by the California State Legislature in 1982. Mello-Roos District is an area where a special property tax on real estate, in addition to the normal property tax, is imposed on those real property owners within a Community Facilities District. These districts seek public financing through the sale of bonds for the purpose of financing public improvements and services. These services may include streets, water, sewage and drainage, electricity, infrastructure, schools, parks and police protection to newly developing areas. The tax paid is used to make the payments of principal and interest on the bonds.

The following information outlines the various funding mechanisms the District currently has in place.

#### 1) **The Quimby Act**

The Quimby Act was approved through State Legislation (Government Code Section 66477), then adopted by Sacramento County as Chapter 22.40 of the Sacramento county Code. These requirements may be satisfied by a property developer by donation of land or a payment of fees in lieu of land dedication or on-site improvements per provision of Chapter 22.40. These fees are based on a minimum standard of three acres of land for parks per 1,000 population. The Mission Oaks District updated its standard in 2007 to five acres per 1,000 population

in conjunction with the Park Impact Fee Nexus Study. The District generally received these fees by notice of the county when a residential or commercial property is issued a building permit. If land is not dedicated, which occurs the majority of the time, fees in lieu of land are paid to the county and those fees may then be transferred to the District by an advisory board resolution for a specific park project or land acquisition only. These funds should be used for either the closest neighborhood park but may be used for any district community park. These fees are kept in trust in the county treasury until such time as needed and requested by the district. As a point of interest, the Quimby Act was introduced to the State Legislature by John Quimby, who was a Mission Oaks District Resident before his passing in 2012.

**2) The Mission Oaks Parks and Recreation Maintenance and Improvement District**

First enacted by a vote of District property owners in 1999, this Lighting and Landscaping Assessment District was renewed in 2006, again by a healthy 68.78% vote of district property owners through a special ballot measure. This measure is renewed annually by the District's advisory board of directors in July at a Public Hearing as required by Senate Bill 218. Each year the board may make a decision to set the assessment fee at the current level, increase the fee according to the San Francisco Consumer Price Index for the preceding calendar year, or another amount not to exceed 3% over the previous year's assessment.

**3) Communication Tower Land Lease**

Three Communication Tower Lease Agreements are currently in place and are expected to generate almost \$77,000 in fiscal year 2012-2013. Revenue from the first tower constructed at the north end of Valley Oak Park should be utilized to make annual improvements at Valley Oak Park. All other tower revenue may be used as needed throughout the district for any park improvements or maintenance. These agreements are renewed in five year increments.

In October 2012, three Wireless Communication Leases were in effect:

- 1) T-Mobile - Northern-most tower at Valley Oak Park – tower construction to be co-locatable
- 2) Metro PCS - Southern-most tower at Valley Oak Park
- 3) T- Mobile – A Palm Tree Tower in the Southwest corner of Eastern Oak Park

**4) Sacramento County Reimbursement for the Annual Maintenance of Hazelwood Greens**

Sacramento County owns and developed the Hazelwood Greens, a storm water retention basin, located on Hazelwood between Mission Avenue and Eastern Avenue. During the public hearing process for the planning and development of this project, the

local neighborhood preferred the property be maintained in a “park like” manner that could be used like a neighborhood park and locked at night rather than an undeveloped site with weed maintenance and a chain link fence. Before the county constructed the basin, they entered into an agreement with the Mission Oaks Recreation and Park District to maintain this property at the same level as all other District parks, including the services of the District’s Park Patrol Program.

The County agreed to reimburse the District annually for direct cost associated with maintenance, improvements and security. Any capital improvements for the property must be approved by the county in advance of implementation. Each May/June, the District prepares and sends an invoice to the County for payment which is completed through a journal voucher for maintenance, any improvements, security and a small amount for staff overhead. This process has worked well and provides a higher level of maintenance for this site than the County would have been able to provide. The annual reimbursement averages approximately \$20,000. (2012 dollar valuation)

#### **5) Park Impact Fees**

The District’s Park Impact Fees Nexus Study was prepared pursuant to the “Mitigation Fee Act” as found in Government Code 66000 et seq, also known as AB 1600. The purpose of this Nexus Study was to establish the legal and policy basis for the collection of park impact fees from new residential and nonresidential development within the Mission Oaks Recreation and Park District.

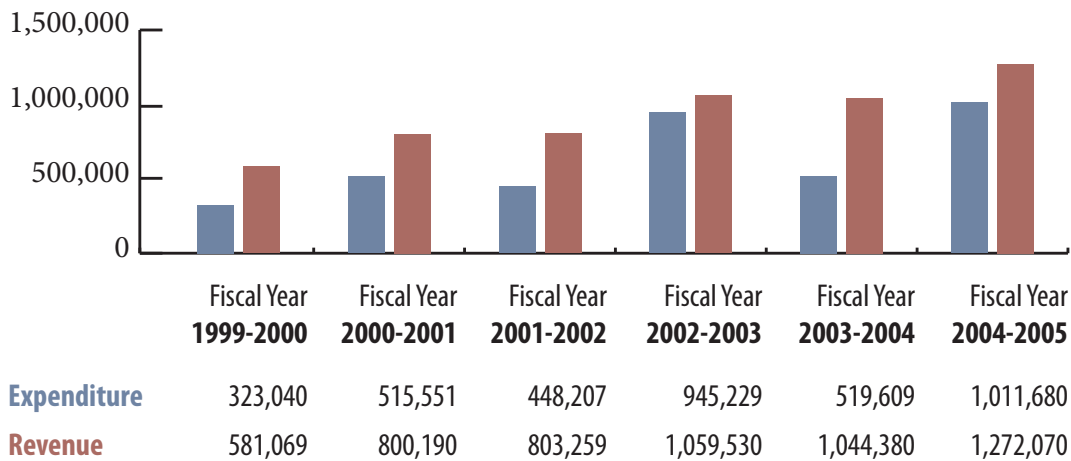
The 2010 Park Impact Fee Nexus Study was prepared by SCI Consulting Group under contract with Mission Oaks Recreation and Park District who lead the collaboration of this project to adopt fees for Mission Oaks, and seven other local recreation and park districts in Sacramento County who are considered as “in-fill” districts, those lacking large open space areas for future home development.

The adopted fee schedule will remain intact until a new Nexus Study is completed. A Nexus Fee Study must present the following findings in order to meet the procedural requirements of the Mitigation Fee Act:

- Identify the purpose of the fee
- Identify the use to which the fee is to be put
- Determine how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed;
- Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed
- Determine how there is a reasonable relationship or nexus between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the impact fee is imposed.

## ASSESSMENT DISTRICT BUDGET COMPARISONS FOR FISCAL YEARS 2000 – 2012

The following graphs on pages 34-35 provide a historical overview of the Assessment District Revenue and Expenditures.

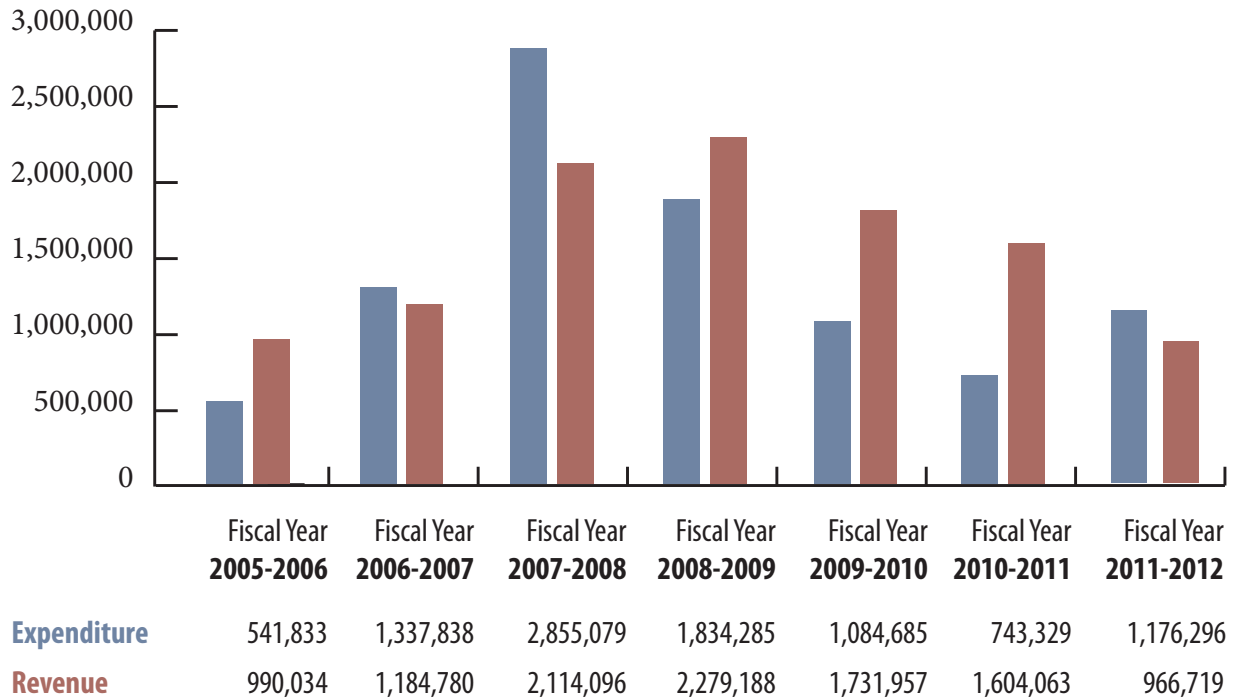


### 6) Grants and Donations

The District applies for appropriate grants as they become available. In the past, grants have been received for park development, community center development, and for recreation program materials and supplies. Grant funding has primarily been through various State Park Bond Measures since 1974, both for Per Capita Roberti-Z'berg-Harris funding as well as competitive funding. Other grants have been received from several health service providers. Occasionally the District is the beneficiary of a trust or other donations.

### 7) Annual Budget Fund Balance

The fund balance is the difference between the amount of financing available for a given fiscal year and the total amount of expenditures during that same time period. There are a number of reasons for a fund balance to be realized at the end of a fiscal year. Cost savings from bulk purchasing, renegotiated contracts, projects completed under budget, the Contingency Appropriation balance, and projects carried over to the next fiscal year may all contribute to the fund balance. The largest amount of the fund balance is typically the contingency appropriation which is generally about 10% of the entire budget amount. The final fund balance is determined by the county approximately mid-July each year. Each year the fund balance becomes part of the total available funding or revenue to help finance the following fiscal year budget. Occasionally, it becomes necessary to draw funds from the reserve account to balance the budget for a given year.



The Swanston Community Center was constructed during FY 2007-2008. Grant funds were received to restore District funding after the building was completed. The Center was dedicated on May 17, 2008.

**DISTRICT GENERAL FUND BUDGET REVENUE SOURCES**

The District Budget or “District General Fund Budget” is comprised of several sources of revenue but the greatest percentage by far is the Ad Valorem Property Taxes. After Proposition 13 was adopted in 1978, each special recreation and park district in Sacramento County began receiving a percentage of the 1% of property taxes assessed for all real property. The District’s share of the 1% is based upon the total assessed property value x .01 or 1%, then that 1% is multiplied by .0321 = the property tax allocation provided for each recreation and park district in Sacramento County.

Of the total amount of revenue realized by the District for the Fiscal Year 2011-2012 fiscal year, property taxes represented 65.2%.

The following represents the overall percentages of General Fund Revenue for Fiscal Year 2011-12:

65.2%	All Related Property Taxes
31.1%	All Recreation Programs Fees and Charges including the Bridges After School Program Grant reimbursement and the Community Center’s Trips and Tours.
1.8%	Building Rentals
0.7%	Donations and Contributions
0.6%	Insurance Proceeds (dividends)
0.3%	Other Misc. Revenue (coffee, etc)
0.2%	Interest Income from the County



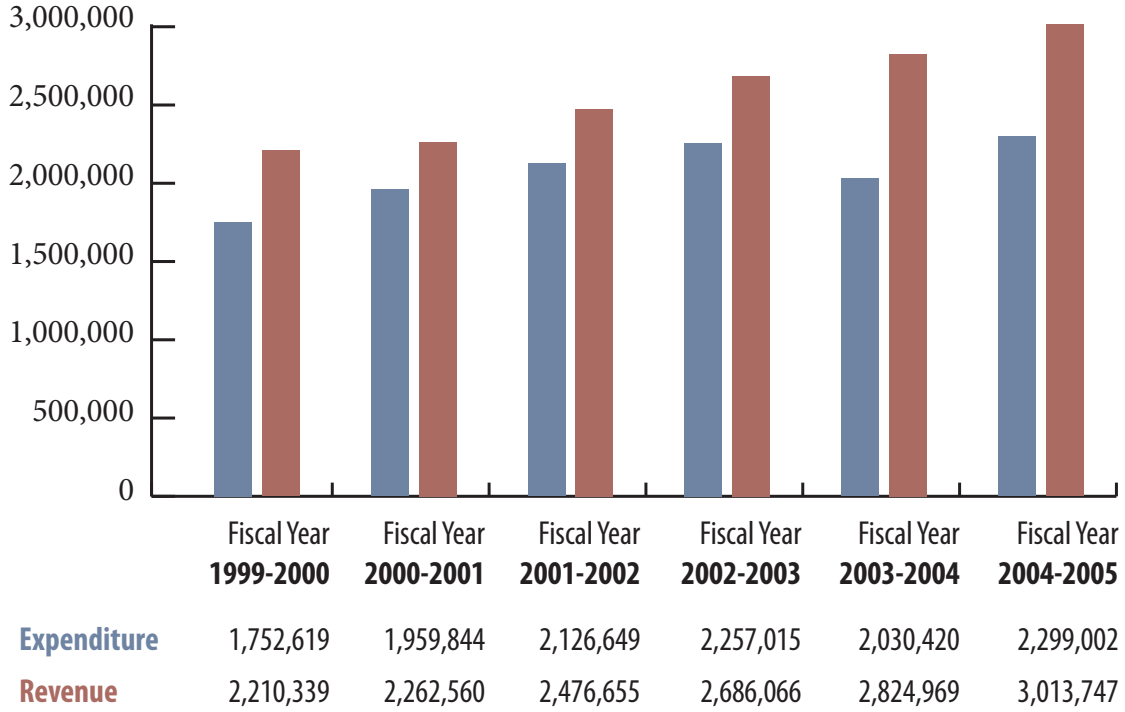
**GENERAL FUND DISTRICT BUDGET FUND BALANCE**

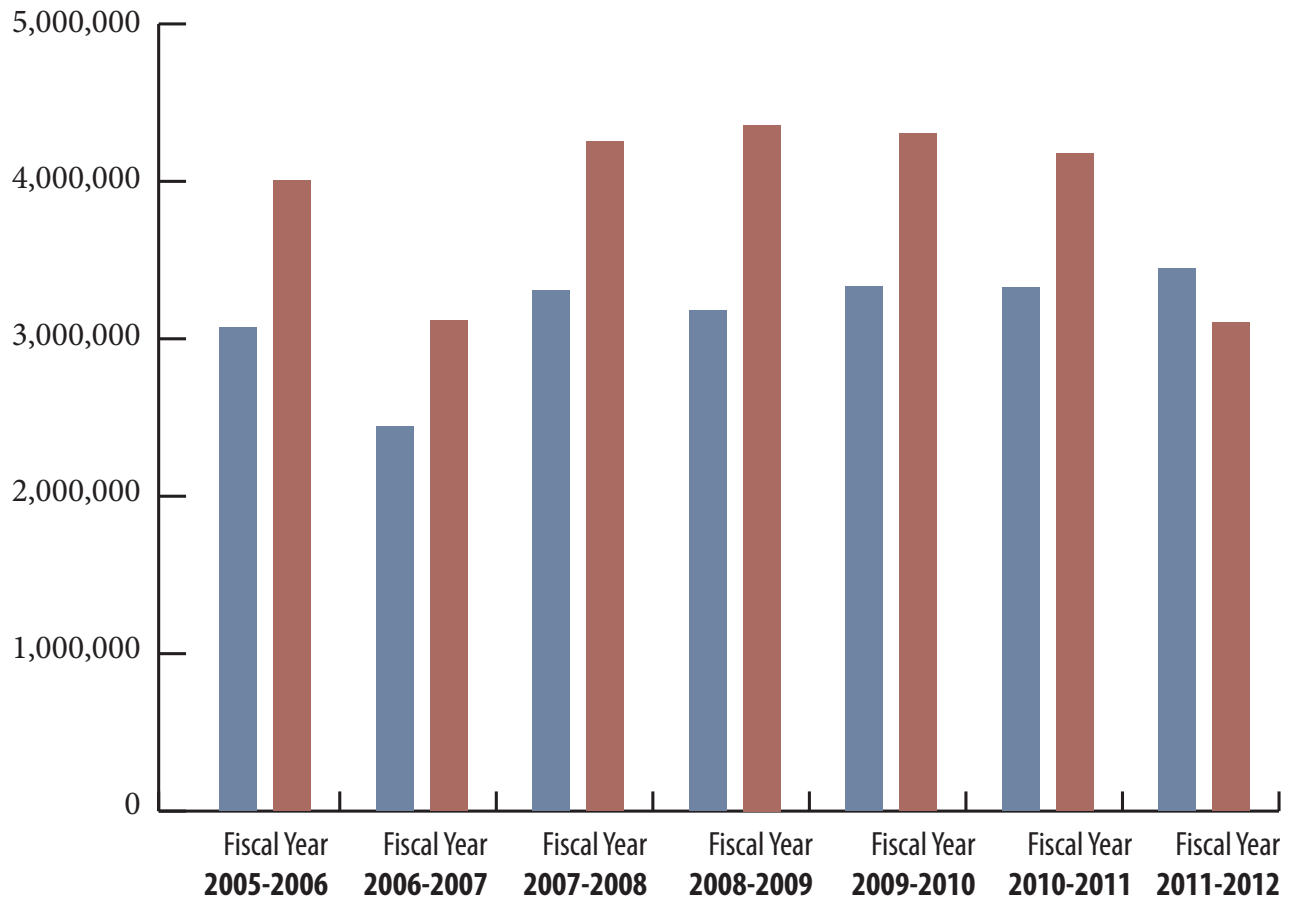
As with the Assessment District, fund balance is the difference between the amount of financing available for a given fiscal year and the total amount of expenditures during that same time period. This fund balance results from some of the same sources as the Assessment District including cost savings from bulk purchasing, renegotiated contracts, and the contingency appropriation, if not utilized, may all contribute to the fund balance for this budget.

Additional sources that are attributed to this balance are increased revenue from Recreation Programs and Services, Facility Rentals, Donations and higher than anticipated Property Tax revenues (always a moving target). Again, the largest portion of the fund balance is usually the Contingency Appropriation which is approximately 10% of the entire budget or about \$360,000 for the 2012 budget. The final fund balance is determined by the County mid-July each year. The remaining balance or fund balance at the end of the fiscal year becomes part of the total funding available for the following fiscal year's budget.

**DISTRICT GENERAL FUND BUDGET  
COMPARISONS FOR FISCAL YEARS 2000 - 2012**

The following graphs on pages 38-39 provide a historical overview of the Assessment District Revenue and Expenditures.





<b>Expenditure</b>	3,071,510	2,441,231	3,307,717	3,180,100	3,332,216	3,326,456	3,447,318
<b>Revenue</b>	4,007,330	3,115,264	4,251,876	4,358,076	4,305,163	4,176,150	3,105,876

## Acknowledgements

---

**BOARD MEMBER PARTICIPATION:** A sincere thank you to the Mission Oaks Recreation and Parks District Advisory Board of Directors, Michael Alcalay, John Skoien, Eric Milstein, David Bolland, and Denise Curl for their support during the research development process including the park survey and many public meetings.

**MASTER PLAN COMMITTEE:** Board members Michael Alcalay, John Skoien, and District management staff Barry Ross, TJ Newman, Cindy Banville, Debra Tierney, and Debby Walker worked collectively to develop final survey questions, the full Master Plan document, and the Executive Summary.

Dr. Lisa Jorgensen, Associate Professor, Sacramento State Recreation, Parks, and Tourism Administration Department and Heather Everett, CSUS RPTA grad for their major role in developing the online survey instrument. Many others assisted with various research and production stages. These acknowledgements can be found in the full Master Plan.

**DEMOGRAPHIC DATA PRODUCTION:** Tina Glover, Associate Research Analyst and Demographer with the Sacramento Area Council of Governments, was instrumental in providing the demographic information.