

## STAFF REPORT



DATE: April 7, 2023

TO: MORPD Advisory Board of Directors

FROM: J.R. Hichborn, Parks Superintendent

SUBJECT: Citizens Oversight Committee report of the November 2022 Parks tour.

### **BACKGROUND:**

The Citizens Oversight Committee met for the annual parks tour on November 10, 2022. The committee visited four parks: Mission North Park, Gibbons Park, Ashton Park, and Swanston Park. A follow up meeting was held on January 19, 2023, to give committee members a chance to visit parks not on the tour and allow committee members who were unable to attend the tour, an opportunity to visit the parks.

### **DISCUSSION:**

A summary parks tour report (**Attachment A**) was written by committee member Nick Bloise. The purpose of the report is to highlight topics that were discussed during the Parks Tour and state observations made about past and present projects that have been completed. The report will also share potential projects set for the 2023-24 fiscal year and will include suggested projects that the Committee request be done.



Mission Oaks Recreation and Park District

**Citizen Oversight Committee**

**Park Tour Report FY 2022-2023**

November 10, 2022

Prepared by Nick Bloise  
On Behalf of  
The Citizens Oversight Committee

## **I. Summary Tour of Mission Oaks Recreation and Park District:**

1. Mission North Park, 3344 Mission Avenue
2. Gibbons Park, 4701 Gibbons Drive
3. Ashton Park, 4251 Ashton Drive
4. Swanston Park, 2350 Northrop Avenue

Total Parks in Mission Oaks Recreation and Park District – 14

## **II. General Notes:**

**A. Citizens Oversight Committee:** Nick Bloise; Carole Sussman; Larry Nicholas; Nikki Gracey; David Moldoff; Derek Wong; Hanna Stelmakhovych.

### **B. Attendees on Park Tour November 10, 2022:**

1. Citizen Oversight Committee: Nick Bloise, Carole Sussman, Larry Nicholas.
2. Mission Oaks Staff: Daniel Barton (District Administrator); J.R. Hichborn (Parks Superintendent); Darren Woodland (Finance Manager); Shayne Hawthorne (Administrative Assistant)
3. Mission Oaks Advisory Board Members: Pati Brown Todd.

### **C. Sources of Funding / Historical Background:**

1. Primary source of funding for all the park improvements is based on the voter approved 2006 Mission Oaks Property Assessment. The property assessment primarily applies to residential homeowners in the boundaries of the Mission Oaks Recreation and Park District (MORPD). Businesses pay impact fees. Some funds are also obtained through Proposition 68 State Grants.
2. Mission Oaks L&L Assessment (2006) – The Mission Oaks Recreation and Park District: Parks & Recreation Maintenance and Improvement District (PRMID), organized under the Landscaping and Lighting Act of 1972, was approved by district homeowners in 1999 and provides revenue primarily for capital outlay projects and maintenance of facilities. Total residential assessment revenue (Single Family Residential, Condominium, Multi-Family Residential (2+ Units) make up 90% of the annual assessment while the remaining assessment revenue is mainly from commercial and office type properties. This original PRMID measure was due to expire in January 2009. However, the district pursued another ballot measure in 2006 to renew the assessment, drop the automatic sunset and add a cola of up to 3% annually. The ballot measure passed with a 68.78% vote of property owners. The current PRMID assessment has no sunset provision, and PRMID assessment increases are voted upon in the July Public Hearing of the Advisory Board. The PRMID Assessment was originally \$39.00 per residential household, and now is currently \$52.07 per residential household. Average annual assessment increases are minimal ( $\$52.07 \times .03 = \$1.56$  per year

increase). There are over 12,000 single family residential homes (over 17,800 parcels) in the Mission Oaks Recreation and Park District: Parks and Recreation Maintenance and Improvement District (PRMID). In 2009, the MORPD serviced over 62,500 residents. Total Annual PRMID Assessment Revenue is approximately \$1,000,000 per year. The PRMID assessment revenue for FY 2022-23 was \$1,050,416. The applied assessment rate for FY 2022-23 remained the same as FY 2021-22 at \$52.07. Currently the allocation of the assessment funds is 60% for new projects (336B) and 40% for maintenance of existing infrastructure. None of the assessed revenue went to staff salaries. A detailed analysis of assessment administration can be found in the Annual Engineer's Report for the Mission Oaks Recreation and Park District: Parks and Recreation Maintenance and Improvement District (PRMID). The most recent edition is dated May 10, 2022, for Fiscal Year 2022-23.

**D. Establishment of the Citizen's Oversight Committee (2006 Engineer's Report Chapter V Section C Paragraph 2):**

1. A Citizen's Oversight Committee ("the Citizen's Oversight Committee") will be established for the Assessment District. The Citizen's Oversight Committee shall review potential projects that may be funded by the assessments and shall make recommendations on the expenditure of assessment funds. Members of the Citizen's Oversight Committee will be nominated by the Mission Oaks Recreation and Park District with ratification by the County Supervisor who represents the Park District. All members of the Citizen's Oversight Committee shall own property within Mission Oaks Recreation and Park District and shall not have conflicts of interest with the Assessment District or the Improvements and Services funded by the Assessments.

**III. Park Tours:** The Park Tours were led by Parks Superintendent, J.R. Hichborn, who gave a very thorough discussion of all the assessment dollars spent in FY 2022-2023, and he noted additional projects planned. Recommendations by Citizen Oversight Committee Members were made during the tour.

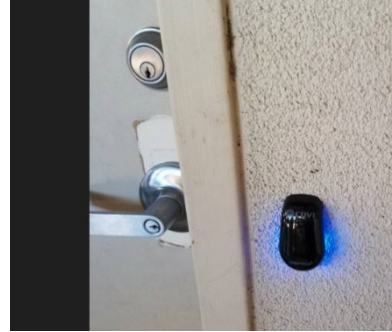
**A. Mission North Park, 3344 Mission Avenue**

1. Major Park Improvements: sidewalks, new gutters, surveillance system, electronic locking system, electric car, and slurried and restriped the parking lot.
2. Projects for Fiscal Year 2022-2023:
  - Sidewalk replacement – New sidewalks were installed in September 2022 to replace cracked ones.
  - New Gutters – The old gutters were falling apart and causing leaks within the building, so new gutters were installed.
  - Surveillance System – A surveillance system was installed at all MORPD buildings including the maintenance shop in September 2022. The new

system allows staff to view cameras remotely which will be helpful in determining a false alarm call versus a real alarm.

- Electronic locking system – Electronic locks were installed so staff can keep doors locked and only staff given a key fob may enter buildings. This feature enhances safety for staff if there is only one staff person in the building. Panic button option allows staff to lock down the entire building immediately. When staff leave the District, it is easier to disconnect a key fob than to collect a key.

FOB Electronic door locks



- Electric Car – This electric vehicle was purchased in 2022 for staff to use in lieu of their personal vehicles during work hours. The car make/model is a Chevrolet Volt.

Chevrolet Volt Electric Car



- Parking lot – The parking lot was re-slurried and restriped in September 2022. This preventative maintenance is required every seven years. If parking lot degrades then the cost of redoing the parking lot would cost 10 times the amount of getting it re-slurried.

### 3. Potential Fiscal Year 2023-2024 Projects:

- Building front entrance redesign so entrance and sidewalks are ADA compliant.

## **B. Gibbons Park, 4701 Gibbons Drive**

1. Major Park Improvements: sidewalks, new gutters, tennis court resurface, pickleball conversion, and surveillance system.

## 2. Projects for Fiscal Year 2022-2023:

- Sidewalk Replacement – The sidewalks were replaced around walking trails for ADA compliance. A new concrete circle where concerts and events will be held was installed to replace the old, cracked concrete.
- New Gutters – Old cracked and leaky gutters were replaced with new ones.
- Tennis Court Resurface – It was stated that resurfacing is the most cost-effective update that can be made when fixing courts. Resurfacing would be \$15,000 to \$20,000 versus a complete overlay at \$90,000 to \$120,000.
- Pickleball Conversion – A new enclosed waiting area for pickleball courts was added. Courts were recently resurfaced.
- Surveillance System – A new security system was added. Staff noted this system has assisted law enforcement in catching perpetrators in the park.
- Memorial tree added – A new coastal redwood tree was added.

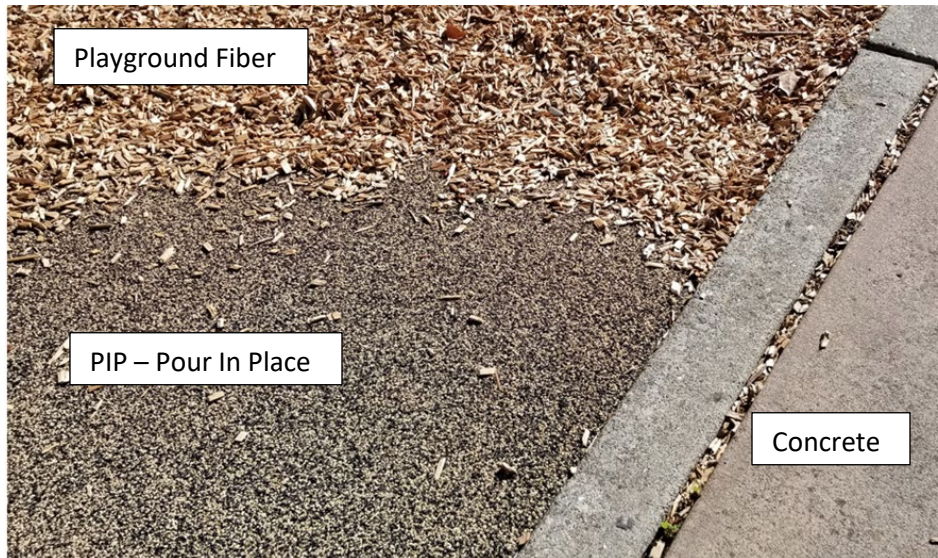
Newly planted Coastal Redwood Tree



## 3. Potential Fiscal Year 2023-2024 Projects:

- Shade for Courts – Pickleball players have requested sunshades for courts due to the heat in the summer months.
- Playground fiber – Staff notes more fiber will be added to the playground area. Playground fiber is similar to wood chips. Playground fiber must be replaced every two years. PIP – Pour in Place landscape was used minimally as it is very expensive. PIP landscape material feels spongy, and it is commonly used on athletic tracks at local colleges and universities and many new athletic tracks at local high schools.





- Electronic locking system – Same fob system as Mission North park to be installed.
- Electric Car Charging Stations – Potential four car charging stations to be added.
- Sidewalk around Pickleball Courts – This to keep players from walking through mud and dirt to use the pickleball courts side entrance.

**C. Ashton Park, 4251 Ashton Drive**

1. Major Park Improvements: None
2. Projects Fiscal Year 2022-2023 – None
3. Potential Fiscal Year 2023-2024 Projects
  - Pickleball Courts – Remove 1 of 3 Tennis courts and convert the half-court basketball to accommodate 6 new pickleball courts. Currently there are no pickleball courts on this side of the district.

Potential Pickleball Courts



- Soccer fields – Replacement of benches with bleachers to accommodate soccer teams and parents of soccer players.
- DG Path – Install DG path along the back side of the soccer fields to allow full utilization of the park. Estimated cost of DG trail is \$120,000 to \$150,000.

#### **D. Swanston Park, 2350 Northrop Ave**

1. Major Improvements: DG walking trail, electronic locking system, basketball court resurface

2. Projects Fiscal Year 2022-2023:

- DG Walking Trail – A DG walking trail around the perimeter of the park was installed using Proposition 68 State Grant funds and Impact Fees. The new DG walking trail also includes exercise equipment along the way.



- Electronic Locking System – Similar system as the District office on Mission North Park.
- Basketball Court Resurface – The courts were resurfaced to match Sacramento Kings Colors.

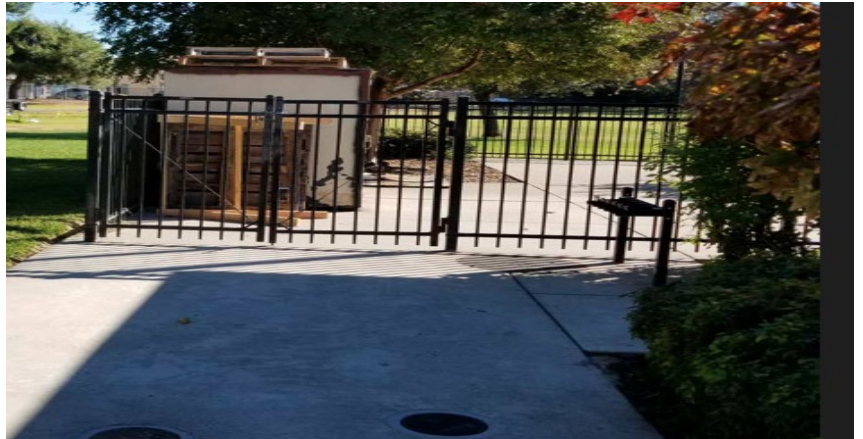




### 3. Potential Fiscal Year 2023-2024 Projects:

- Playground Replacement – Playground equipment has not been replaced since the park was built. A replacement will be needed in near future.
- Sand pit conversion – The volleyball sand pit is very rarely used except by local neighborhood cats. A better use of the area would be to convert the sand pit into a large picnic shelter to accommodate larger picnic rentals. Estimated cost of conversion about \$350,000.
- Car Port – Staff would like to move a district vehicle from another location, subject to vandalism, to the patio at Swanston. A gate would need to be installed and storage buildings would need to be moved. Estimated project cost \$15,000 to \$20,000.

Potential site for District vehicle.



- Resurface Tennis Courts – The tennis courts have cracks, and the courts needs to be resurfaced.

## **IV. Previous Oversight Committee Recommendations Update**

### **A. (Mission Oaks North Park)**

In 2019 and in 2021, the committee asked for a bridge to be built connecting the East and West portions of the park together. A Creek and Streambed alteration agreement would be needed for a bridge to cross Chicken Ranch Slough. Sacramento County Department of Environmental Management and State Fish and Wildlife would need to be contacted.

Proposed bridge site



Upon further analysis of this project many obstacles were discovered. 1) Estimated project costs would likely run between \$800,000 to \$1 million; 2) The lower park and creek are designed for local home flood protection in times of heavy rain fall in short amounts of time like in 1986 and 1995 a bridge would be inundated and underwater.

1995 Flood. Bridge would be inundated.



## **V. Summary of Oversight Committee Recommendations**

Follow up meeting held January 19, 2023, to discuss recommendations for Fiscal Year 2023-2024.

### **A. Oversight Committee Park Recommendations for Fiscal Year 2023-2024**

Based on a discussion of potential park projects for 2023-2024 the Citizens Oversight Committee decided these parks and projects would be the best use of the 336B assessment funds. These projects will cost an estimated \$600,000 which is the 60% allocation of the annual PRMID assessment.

| <b>PARK</b>     | <b>PROJECT</b>                      |
|-----------------|-------------------------------------|
| Eastern Oak     | Restroom Cleanout                   |
| All MORPD Sites | ADA Evaluation                      |
| Gibbons         | Upgrade fob locking system          |
| Orville Wright  | Stripe, slurry, and add ADA parking |
| All Parks       | Drought tolerant trees              |
| Swanston        | New Playground                      |
| Shelfield       | New shade structures                |
| All Parks       | Replenish playground fiber          |

## **B. Additional Recommendations**

1. Attach a copy of the Engineer’s Report for the 2006 Mission Oaks L&L Assessment in the MORPD Website (<https://www.morpd.com/>) on the Transparency tab. This will allow property owners to see the details of the assessment they are paying for.
2. Attach a copy of the most recent Engineer’s Report for Mission Oaks Recreation and Park District: Parks and Recreation Maintenance and Improvement District (PRMID) for the Fiscal Year 2022-2023 dated 10 May 2022 to the MORPD Website (<https://www.morpd.com/>) on the Transparency tab. This will give property owners current assessment rates and discussion of current assessment benefits and current assessment allocations.
3. Under MORPD Website (<https://www.morpd.com/>) under Projects tab discussion of the Citizens Oversight Committee can be mentioned. In addition, a copy of our most recent Citizen Oversight Committee Park Tour Report could be available for download. We also need to update the Projects tab on the website for the 2022/2023 projects completed.