



AGENDA

Virtual Meeting

Thursday, April 7, 2022

4:00 PM

*****BY VIDEOCONFERENCE ONLY*****

This meeting of Parks and Recreation Commission will be held by teleconference only pursuant to Government Code Section 54953(e). No physical location will be available for the meeting. However, members of the public will be able to participate in the meeting remotely via the Zoom platform. For remote public participation instructions, please refer to the end of the agenda.

PUBLIC PARTICIPATION

The April 7, 2022 Parks and Recreation Commission Meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/91584890377>. The meeting ID is: 915 8489 0377. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 915 8489 0377, then press #.

Written public comments may be emailed to parksandrecreation@smcgov.org and should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.

Spoken public comments will also be accepted during the meeting through Zoom.

Please see instructions for written and spoken public comments at the end of this agenda.

ADA REQUESTS

Individuals who require special assistance or a disability related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting, should contact Janneth Lujan, Acting Clerk of the Commission, by 10:00 a.m. on the day before the meeting at parksandrecreation@smcgov.org. Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

1. Pledge of Allegiance

2. Roll Call**3. Resolution Authorizing Virtual Commission Meeting**

3.1 Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.

4. Public Comment

This item is reserved for persons wishing to address the Commission on any Parks-related matters that are not otherwise on this meeting agenda.

As with all public comment speakers are customarily limited to two minutes.

5. Action to Set the Agenda**6. Parks Foundation Executive Director's Report****7. Director's Report****8. Regular Agenda**

8.1 Presentation on Parks Department Recommended Budget for Fiscal Year 2022-23

9. Continuation of Parks & Recreation Commission Retreat & Strategic Planning Session

9.1 Continue discussion on updates to the Commission Work Plan, with a focus on new goals and objectives. Identify and assign subcommittees and determine the relevant goals and objectives that each subcommittee will be responsible for accomplishing.

10. Items for Future Agenda**11. Adjournment**

County of San Mateo Parks and Recreation Commission**Jorge Laguna, District 1 (Chair) | Heather Green, District 2 | Neil Merrilees,
District 3 | Meda O. Okelo, District 4 (Vice-Chair) | Basem Manneh, District 5 |****County of San Mateo Parks Department****Nicholas J. Calderon, Parks Director****Instructions for Public Comment During Videoconference Meetings**

During videoconference meetings of the Parks and Recreation Commission Meeting, members of the public may address the Parks and Recreation Commission members as follows:

***Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to parksandrecreation@smcgov.org
2. Your email should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 24 hours prior to the meeting, it will be provided to the Parks and Recreation Commission members and made publicly available on the Parks and Recreation Commission website along with the agenda. We cannot guarantee that e-mails received less than 24 hours before the meeting will be read during the meeting but such emails will still be included in the administrative record of the meeting.

***Spoken Comments:**

Spoken public comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The April 7, 2022 Parks and Recreation Commission Meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/91584890377> The meeting ID is: 915 8489 0377. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 915 8489 0377, then press #.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.

3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the Parks and Recreation Commission Clerk calls for the item on which you wish to speak, click on “raise hand.” The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
5. When called, please limit your remarks to the time limit allotted.

To: Parks and Recreation Commission
From: Nicholas J. Calderon, Parks Director
Subject: Resolution to make continuing findings related to continuing remote meetings under Brown Act

RECOMMENDATION:

Adopt a resolution finding that the COVID-19 pandemic state of emergency continues to present imminent risks to the health or safety of attendees and that it continues to directly impact the ability of members of the Parks Commission to meet safely in person.

BACKGROUND:

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and which waived, through September 30, 2021, certain provisions of the Brown Act relating to teleconferences/remote meetings by local agency bodies. The Executive Order waived, among other things, the provisions of the Brown Act that otherwise required the physical presence of members of local agency bodies or other personnel in a particular location as a condition of participation or as a quorum for a public meeting.

If the waivers set forth in the Executive Order were to fully sunset on October 1, 2021, and absent any further State action, local agency bodies subject to the Brown Act would be required to fully comply with the Brown Act's meeting requirements as they existed prior to March 2020, including the requirement that the public be afforded physical access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed Assembly Bill (AB) 361, a bill that came into effect immediately and that codifies certain of the teleconference procedures that local agencies have adopted in response to the Governor's Brown Act-related Executive Orders. Specifically, AB 361 allows a local agency to continue to use teleconferencing under the same basic rules as provided in the Executive Orders as long as there is a proclaimed state of emergency, in combination with either (1) local health official recommendations for social distancing or (2) findings adopted by majority vote of the local agency legislative body that meeting in person would present imminent risks to the health or safety of meeting attendees.

AB 361 also requires that, if the state of emergency lasts for more than 30 days, the local agency legislative body must make findings every 30 days to continue using the bill's exemption to the otherwise-applicable Brown Act teleconferencing rules. Specifically, the legislative body must reconsider the circumstances of the state of

emergency and find that the state of emergency continues to directly impact the ability of members of the local agency legislative body to meet safely in person.

As noted above, under AB 361, local agency bodies were required to return to in-person meetings on October 1, 2021, unless they chose to continue with fully teleconferenced meetings and made the prescribed findings related to the existing state of emergency. At its meeting of March 3, 2022, the Parks Commission adopted a resolution wherein the Parks Commission found, among other things, that as a result of the continuing COVID-19 state of emergency, meeting in person would present imminent risks to the health or safety of attendees.

The March 3, 2022 resolution also directed staff to bring an item to the Parks Commission prior to its next meeting to consider making the findings required by AB 361 in order to continue meeting under its provisions.

DISCUSSION:

If the Parks Commission desires to continue meeting remotely pursuant to the provisions of AB 361, the Commission must reconsider the circumstances of the state of emergency. As described at length below, the circumstances remain materially similar to those in existence on March 3, 2023, when the Parks Commission authorized its previous AB 361 resolution.

As noted at that time, the County's high vaccination rate, successfully implemented local health measures (such as indoor masking), and best practices by the public (such as voluntary social distancing) have proven effective, *in combination*, at controlling the local spread of COVID-19.

However, the California Department of Public Health and the federal Centers for Disease Control and Prevention have cautioned that the Delta variant of COVID-19, currently the dominant strain in the country, is more transmissible than prior variants of the virus, that it may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others, resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>).

Reducing the circumstances under which people come into close contact remains a vital component of the County's COVID-19 response strategy. While local agency public meetings are an essential government function, the last 18 months have proven that holding such meetings *in person* is often not essential.

The Parks Commission previously found, and it remains the case, that public meetings pose high risks for COVID-19 spread for several reasons. These meetings may bring together people from throughout a geographic region, increasing the opportunity for

COVID-19 transmission. Further, the open nature of public meetings makes it is difficult to enforce compliance with vaccination, physical distancing, masking, cough and sneeze etiquette, or other safety measures. Moreover, some of the safety measures used by private businesses to control these risks may be less effective for public agencies.

These factors combine to continue to directly impact the ability of members of the Parks Commission to meet safely in person and to make in-person public meetings imminently risky to health and safety.

We therefore recommend that the Parks Commission adopt findings to confirm that the Parks Commission has reconsidered the circumstances of the state of emergency caused by the spread of COVID-19; that the state of emergency caused by the spread of COVID-19 continues to directly impact the ability of members of the Parks Commission to meet safely in person; and that conducting in-person meetings at the present time would present an imminent risk to the health and safety of attendees.

A resolution to that effect and directing staff to return prior to the Parks Commission's next meeting to afford the Parks Commission the opportunity to reconsider such findings, is included herewith.

It should be noted that the County's Board of Supervisors has continued to make similar findings, and has specifically encouraged other County bodies to consider making similar findings and continue to meet remotely.

FISCAL IMPACT:

None

RESOLUTION NO.

RESOLUTION FINDING THAT THE COVID-19 PANDEMIC STATE OF EMERGENCY CONTINUES TO PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AND THAT IT CONTINUES TO DIRECTLY IMPACT THE ABILITY OF MEMBERS OF THE PARKS COMMISSION TO MEET SAFELY IN PERSON

WHEREAS, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended certain provisions of Executive Order N-29-20 that waive otherwise-applicable Brown Act requirements related to remote/teleconference meetings by local agency legislative bodies through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361, which provides that a local agency legislative body may continue to meet remotely without complying with otherwise-applicable requirements in the Brown Act related to remote/teleconference meetings by local agency legislative bodies, provided that a state of emergency has been declared and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided

that the legislative body continues to make such findings during the term of the declared state of emergency; and

WHEREAS, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and

WHEREAS, the County of San Mateo currently has a Community Transmission metric of “low”; and

WHEREAS, the County of San Mateo’s Board of Supervisors continues to adopt findings pursuant to AB 361 and strongly encourages other County legislative bodies to consider making similar findings to continue meeting remotely through teleconferencing; and

WHEREAS, at its meeting of March 3, 2022, this Parks Commission adopted, by unanimous vote, a resolution wherein this Parks Commission found, *inter alia*, that as a result of the continuing COVID-19 state of emergency, meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, this Parks Commission has not met after the 30-day validity of the March 3 2022 resolution to continue to meet virtually; and

WHEREAS, this Parks Commission has reconsidered the circumstances of the state of emergency and finds that the state of emergency continues to impact the ability of members of the Parks Commission to meet in person because there is a continuing threat of COVID-19 to the community, and because Parks Commission meetings have characteristics that give rise to risks to health and safety of meeting participants (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings)

WHEREAS, the Parks Commission has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings; and

WHEREAS, in the interest of public health and safety, as affected by the state of emergency caused by the spread of COVID-19, the San Mateo County Parks and Recreation Commission finds that this state of emergency continues to directly impact the ability of members of this Parks Commission to meet safely in person and that meeting in person would present imminent risks to the health or safety of attendees, and the Parks Commission will therefore invoke the provisions of AB 361 related to teleconferencing for meetings of the Parks Commission.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that

1. The recitals set forth above are true and correct.
2. This Parks Commission has reconsidered the circumstances of the state of emergency caused by the spread of COVID-19.
3. This Parks Commission finds that the state of emergency caused by the spread of COVID-19 continues to directly impact the ability of members of the Parks Commission to meet safely in person.
4. The Parks Commission further finds that meeting in person would present imminent risks to the health or safety of meeting attendees and directs staff to continue to agendize public meetings of the Parks Commission only as online teleconference meetings.
5. Staff is directed to return prior to the next Parks Commission meeting to consider making the findings required by AB 361 in order to continue meeting under its provisions.
6. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

* * * * *



FY 2022-23

Recommended Budget

Parks Commission Meeting

April 7, 2022

**Fiscal Year 2022-23
Recommended Budget**

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FY 2022-23 Budget Unit Summary

Parks and Recreation (3900B)

Sources	Actual 2019-20	Actual 2020-21	Adopted 2021-22	Revised 2022-23	Recomm 2022-23	Change 2022-23
Taxes	4,586,788	2,672,164	6,652,786	3,394,262	3,423,037	28,775
Fines, Forfeitures and Penalties	8,024	34,414	8,000	8,000	8,000	-
Use of Money and Property	152,740	201,287	223,878	228,768	228,768	-
Intergovernmental Revenues	55,373	154,274	76,399	27,000	27,000	-
Charges for Services	1,241,116	1,289,589	1,669,896	1,923,507	2,339,923	416,416
Interfund Revenue	945	-	999	999	999	-
Miscellaneous Revenue	90,798	186,605	99,918	99,918	99,918	-
Other Financing Sources	67,335	63,055	795,120	116,000	673,500	557,500
Total Revenue	6,203,118	4,601,388	9,526,996	5,798,454	6,801,145	1,002,691
Fund Balance	3,169,601	3,063,792	2,642,439	2,536,606	2,616,606	80,000
Requirements	9,372,719	7,665,180	12,169,435	8,335,060	9,417,751	1,082,691
Salaries and Benefits	11,916,275	12,742,909	13,784,157	13,821,857	14,529,071	707,214
Services and Supplies	4,698,616	4,205,169	7,349,035	4,363,764	5,121,989	758,225
Other Charges	2,959,579	2,352,984	2,376,925	2,385,147	2,465,991	80,844
Fixed Assets	666,083	63,452	1,011,378	100,000	100,000	-
Other Financing Uses	678,974	12,361	12,739	12,739	12,048	(691)
Total Gross Appropriations	20,919,526	19,376,876	24,534,234	20,683,507	22,229,099	1,545,592
Intrafund Transfers	(177,293)	(73,518)	(252,730)	(50,000)	(50,500)	(500)
Net Appropriations	20,742,233	19,303,357	24,281,504	20,633,507	22,178,599	1,545,092
Contingencies/Dept Reserves	2,459,722	2,526,759	2,536,606	2,536,606	2,536,606	-
Total Requirements	23,201,955	21,830,116	26,818,110	23,170,113	24,715,205	1,545,092
Net County Cost	13,829,237	14,164,936	14,648,675	14,835,053	15,297,454	462,401
SALRES - Salary Resolution	74.0	74.0	75.0	75.0	78.0	0.0
FTE - FTE	73.8	74.0	75.0	75.0	78.0	0.0

Funding Adjustments

- 1. Adjustments to Provide Current Level Services:** Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2022-23, including: negotiated salary and benefit increases, including merit increases and adjustments to retiree health contributions; other salary and benefit increases; increases in internal service charges; increases in utility costs; and the elimination of one-time revenues and expenditures. As a one-time funding source, Fund Balance is removed from the Current Level Budget. Net funding adjustments in FY 2022-23 total \$3,410,423.

CLB FUNDING ADJUSTMENTS	
FY 2022-23	
SOURCES	(2,502,831)
REQUIREMENTS	
GROSS APPROPRIATIONS	908,092
INTRAFUND TRANSFERS	(500)
NET COUNTY COST	3,410,423

- 2. Fund Balance Adjustment:** This action reappropriates Fund Balance from the prior year and includes adjustments to Year-End Fund Balance. Fund Balance that was previously set aside for the Memorial Park Campground Improvements and Parks Department's reservations system project is appropriated to complete the projects in FY 2022-23.

RLB FUNDING ADJUSTMENTS	
FY 2022-23	
SOURCES	2,616,606
REQUIREMENTS	
GROSS APPROPRIATIONS	80,000
INTRAFUND TRANSFERS	-
NET COUNTY COST	(2,536,606)

- 3. Increase in Revenue:** Budget adjustments are added to increase revenue based on continued progress related to the global response to the pandemic, including the development and distribution of COVID-19 vaccines. Revenue is also expected to increase due to a higher demand for parks and recreation related services and annual park passes. It is expected that revenue from Charges for Services will be about six percent above FY 2018-19 levels. The increase in revenue will allow the Parks Department to meet Net County Cost.

RLB FUNDING ADJUSTMENTS	
FY 2022-23	
SOURCES	411,416
REQUIREMENTS	
GROSS APPROPRIATIONS	-
INTRAFUND TRANSFERS	-
NET COUNTY COST	(411,416)

- 4. Reimbursement of Electricity Charges:** Appropriations are added to account for the reimbursement that the General Fund portion of the Parks Department's budget will receive for charges associated with electricity usage at the Coyote Point Marina. The reimbursement will offset the Coyote Point Recreation Area's increased utility, internet, and water costs. Increased costs are primarily due to significant internet upgrades that were performed in FY 2021-22 and increased usage relative to the usage during the height of the pandemic.

**RLB FUNDING ADJUSTMENTS
FY 2022-23**

SOURCES	100,000
REQUIREMENTS	
GROSS APPROPRIATIONS	100,000
INTRAFUND TRANSFERS	-
NET COUNTY COST	-

- 5. John and Gwen Smart Foundation and San Mateo County Parks Foundation Donations:** Previously received donations from the San Mateo County Parks Foundation and John and Gwen Smart Foundation are transferred from various trust funds for several projects and purchases. Donations from the John and Gwen Smart Foundation are transferred from the Coyote Point Park Trust Fund for several projects and purchases that benefit the Coyote Point Recreation Area, including shade structures, infrastructure improvements, picnic table upgrades, and equipment upgrades. Projects and purchases funded by the San Mateo County Parks Foundation include a tree health survey and a valve exerciser.

**RLB FUNDING ADJUSTMENTS
FY 2022-23**

SOURCES	427,500
REQUIREMENTS	
GROSS APPROPRIATIONS	427,500
INTRAFUND TRANSFERS	-
NET COUNTY COST	-

- 6. Trust Fund Transfers:** Appropriations are added to account for the transfer of previously received donations from the Coyote Point Park, Junipero Serra Park, San Pedro Valley, San Bruno Mountain, Memorial Park, and Huddart Park Trust Funds for park-specific projects. Projects include electrical infrastructure and plumbing repairs.

**RLB FUNDING ADJUSTMENTS
FY 2022-23**

SOURCES	30,000
REQUIREMENTS	
GROSS APPROPRIATIONS	30,000
INTRAFUND TRANSFERS	-
NET COUNTY COST	-

FY 2022-23 Total Funding Adjustments

		TOTAL FUNDING ADJUSTMENTS
SOURCES		1,082,691
REQUIREMENTS		
GROSS APPROPRIATIONS		1,545,592
INTRAFUND TRANSFERS		(500)
NET COUNTY COST		462,401

FY 2022-23 Budget Unit Summary

Fish and Game Fund (3950B)

Sources	Actual 2019-20	Actual 2020-21	Adopted 2021-22	Revised 2022-23	Recomm 2022-23	Change 2022-23
Fines, Forfeitures and Penalties	1,030	56	1,500	1,500	1,500	-
Use of Money and Property	1,143	750	500	500	500	-
Total Revenue	2,174	806	2,000	2,000	2,000	-
Fund Balance	59,897	62,071	62,877	54,877	54,877	-
Total Sources	62,071	62,877	64,877	56,877	56,877	-
Services and Supplies	-	-	10,000	2,000	2,000	-
Total Gross Appropriations	-	-	10,000	2,000	2,000	-
Net Appropriations	-	-	10,000	2,000	2,000	-
Non-General Fund Reserves	62,071	62,877	54,877	54,877	54,877	-
Total Requirements	62,071	62,877	64,877	56,877	56,877	-
Net County Cost	-	-	-	-	-	-

Funding Adjustments

- Adjustments to Provide Current Level Services:** As a one-time funding source, Fund Balance is removed from the Current Level Budget. Net funding adjustments in FY 2022-23 total \$54,877.

		CLB FUNDING ADJUSTMENTS FY 2022-23
SOURCES		(54,877)
REQUIREMENTS		
GROSS APPROPRIATIONS		-
INTRAFUND TRANSFERS		-
NET COUNTY COST		54,877

2. Fund Balance Adjustment: This action reappropriates Fund Balance from the prior year and includes adjustments to Year-End Fund Balance.

RLB FUNDING ADJUSTMENTS

FY 2022-23

SOURCES	54,877
REQUIREMENTS	
GROSS APPROPRIATIONS	-
INTRAFUND TRANSFERS	-
NET COUNTY COST	(54,877)

FY 2022-23 Total Funding Adjustments

TOTAL FUNDING ADJUSTMENTS

SOURCES	-
REQUIREMENTS	
GROSS APPROPRIATIONS	-
INTRAFUND TRANSFERS	-
NET COUNTY COST	-

FY 2022-23 Budget Unit Summary

Coyote Point Marina (3980B)

Sources	Actual 2019-20	Actual 2020-21	Adopted 2021-22	Revised 2022-23	Recomm 2022-23	Change 2022-23
Use of Money and Property	48,067	22,194	20,000	20,000	20,000	-
Intergovernmental Revenues	-	80,276	62,000	-	-	-
Charges for Services	1,508,883	1,550,192	1,505,460	1,530,460	1,530,460	-
Miscellaneous Revenue	16,516	(656)	-	-	-	-
Total Revenue	1,573,466	1,652,005	1,587,460	1,550,460	1,550,460	-
Fund Balance	1,870,899	2,272,741	2,420,901	1,420,901	1,929,775	508,874
Total Sources	3,444,364	3,924,746	4,008,361	2,971,361	3,480,235	508,874
Salaries and Benefits	485,976	580,751	615,146	621,787	723,258	101,471
Services and Supplies	390,489	337,601	946,409	622,107	393,430	(228,677)
Other Charges	608,862	585,493	305,905	306,566	333,772	27,206
Fixed Assets	-	-	-	-	-	-
Other Financing Uses	-	-	720,000	1,000,000	1,608,874	608,874
Total Gross Appropriations	1,485,327	1,503,845	2,587,460	2,550,460	3,059,334	508,874
Net Appropriations	1,485,327	1,503,845	2,587,460	2,550,460	3,059,334	508,874
Non-General Fund Reserves	1,959,038	2,420,901	1,420,901	420,901	420,901	-
Total Requirements	3,444,364	3,924,746	4,008,361	2,971,361	3,480,235	508,874
Net County Cost	-	-	-	-	-	-
SALRES - Salary Resolution	3.0	3.0	3.0	3.0	3.0	0.0
FTE - FTE	3.0	3.0	3.0	3.0	3.0	0.0

Funding Adjustments

- 1. Adjustments to Provide Current Level Services:** Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2022-23, including: negotiated salary and benefit increases, including merit increases and adjustments to retiree health contributions; increases in internal service charges; and the elimination of one-time revenues and expenditures. As a one-time funding source, Fund Balance is removed from the Current Level Budget. Net funding adjustments in FY 2022-23 total \$331,093.

CLB FUNDING ADJUSTMENTS

FY 2022-23

SOURCES	(1,420,901)
REQUIREMENTS	
GROSS APPROPRIATIONS	(1,089,808)
INTRAFUND TRANSFERS	-
NET COUNTY COST	331,093

2. **Fund Balance Adjustment:** This action reappropriates Fund Balance from the prior year and includes adjustments to Year-End Fund Balance. Fund Balance is appropriated to complete the Coyote Point Marina dredging project.

RLB FUNDING ADJUSTMENTS

FY 2022-23

SOURCES	1,929,775
REQUIREMENTS	
GROSS APPROPRIATIONS	1,508,874
INTRAFUND TRANSFERS	-
NET COUNTY COST	(420,901)

3. **Limited Term Position:** To address current staffing needs, one limited term Dock Worker position is added to the Coyote Point Marina. The position is primarily needed to perform dock maintenance and repairs.

RLB FUNDING ADJUSTMENTS

FY 2022-23

SOURCES	-
REQUIREMENTS	
GROSS APPROPRIATIONS	89,808
INTRAFUND TRANSFERS	-
NET COUNTY COST	89,808

4. **Electricity Charges:** Appropriations are added to reimburse the General Fund portion of the Parks Department's budget for charges associated with electricity usage at the Coyote Point Marina. Several reductions in Services and Supplies were made to absorb the electricity charges.

RLB FUNDING ADJUSTMENTS

FY 2022-23

SOURCES	-
REQUIREMENTS	
GROSS APPROPRIATIONS	-
INTRAFUND TRANSFERS	-
NET COUNTY COST	-

FY 2022-23 Total Funding Adjustments

TOTAL FUNDING ADJUSTMENTS

SOURCES	508,874
REQUIREMENTS	
GROSS APPROPRIATIONS	508,874
INTRAFUND TRANSFERS	-
NET COUNTY COST	-

FY 2022-23 Budget Unit Summary

Parks Capital Projects (3990B)

Sources	Actual 2019-20	Actual 2020-21	Adopted 2021-22	Revised 2022-23	Recomm 2022-23	Change 2022-23
Taxes	4,163,352	3,175,565	10,079,877	3,650,000	3,650,000	-
Use of Money and Property	18,044	19,345	20,000	20,000	20,000	-
Intergovernmental Revenues	-	223,473	2,468,742	-	-	-
Miscellaneous Revenue	296,048	-	-	-	-	-
Other Financing Sources	3,716,972	5,976,134	27,639,563	-	3,000,000	3,000,000
Total Revenue	8,194,416	9,394,517	40,208,182	3,670,000	6,670,000	3,000,000
Fund Balance	-	1,915,154	1,911,885	1,358,834	1,935,931	577,097
Total Sources	8,194,416	11,309,671	42,120,067	5,028,834	8,605,931	3,577,097
Services and Supplies	1,309,075	1,477,965	568,197	20,000	770,000	750,000
Fixed Assets	3,426,441	4,768,213	15,870,367	-	2,250,000	2,250,000
Other Financing Uses	1,543,746	3,151,608	24,322,669	3,650,000	3,650,000	-
Total Gross Appropriations	6,279,262	9,397,786	40,761,233	3,670,000	6,670,000	3,000,000
Net Appropriations	6,279,262	9,397,786	40,761,233	3,670,000	6,670,000	3,000,000
Non-General Fund Reserves	1,915,154	1,911,885	1,358,834	1,358,834	1,935,931	577,097
Total Requirements	8,194,416	11,309,671	42,120,067	5,028,834	8,605,931	3,577,097
Net County Cost	-	-	-	-	-	-

Funding Adjustments

- 1. Adjustments to Provide Current Level Services:** As a one-time funding source, Fund Balance is removed from the Current Level Budget. Net funding adjustments in FY 2022-23 total \$1,358,834.

CLB FUNDING ADJUSTMENTS	
FY 2022-23	
SOURCES	(1,358,834)
REQUIREMENTS	
GROSS APPROPRIATIONS	-
INTRAFUND TRANSFERS	-
NET COUNTY COST	1,358,834

- 2. Fund Balance Adjustment:** This action reappropriates Fund Balance from the prior year and includes adjustments to Year-End Fund Balance. Excess Fund Balance is set aside in Reserves.

RLB FUNDING ADJUSTMENTS	
FY 2022-23	
SOURCES	1,935,931
REQUIREMENTS	
GROSS APPROPRIATIONS	-
INTRAFUND TRANSFERS	-
CONTINGENCIES/DEPT RESERVES	577,097
NET COUNTY COST	(1,358,834)

- 3. Rollover of Non-Departmental Services Appropriations:** Appropriations are rolled over for the Coyote Point Park Eastern Promenade Rejuvenation Project and the Memorial Park Facility Improvement projects. Rollover appropriations will ensure that project costs are funded through the summer. Rollover appropriations will be adjusted and finalized during September Revisions.

RLB FUNDING ADJUSTMENTS	
FY 2022-23	
SOURCES	3,000,000
REQUIREMENTS	
GROSS APPROPRIATIONS	3,000,000
INTRAFUND TRANSFERS	-
NET COUNTY COST	-

FY 2022-23 Total Funding Adjustments

RLB FUNDING ADJUSTMENTS	
FY 2022-23	
SOURCES	3,577,097
REQUIREMENTS	
GROSS APPROPRIATIONS	3,000,000
INTRAFUND TRANSFERS	-
CONTINGENCIES/DEPT RESERVES	577,097
NET COUNTY COST	-

FY 2022-23 Recommended Budget

Measure K Funded Initiatives

Parks Department(3900D)

Budget Unit	Project/ Initiative	Project Name	FY 2022-23 Recommended Budget
3900B	NATRS	Natural Resource Management	256,731
3900B	PRKFM	Fire Mitigation	1,000,000
3900B	PRKIP	Parks Interpretive Program	72,205
3900B	PRKOP	Parks Department Ops and Maint	1,930,000
3900B	PRKPL	Parks Playground Improv	54,774
3900B	PRKVS	Volunteer Stewardship Corps	109,327
3990B	HPWSS	Huddart Water Lines and Supply	900,000
3990B	PRKC1	Coyote Point Sewer System	800,000
3990B	PRKC2	Coyote Point Water System	800,000
3990B	PRKM1	Homestead Sewer	200,000
3990B	PV020	Flood Park Improvements	850,000
3990B	SPVWB	SPV Walnut Bridge Replacement	100,000
TOTAL			7,073,037

FY 2022-23 Recommended Budget

Position Adjustment Summary

Parks Department(3900D)

There are no changes to regular or authorized positions.

FY 2022-23 Recommended Budget

Capital Projects Summary

Parks Department(3900D)

Budget Unit	Project	FY 2022-23 Recommended Budget
3990B	Memorial Park Restroom Replacement	1,500,000
3990B	Coyote Point Sewer System	800,000
3990B	Coyote Point Water System	800,000
3990B	Huddart Park Water System	900,000
3990B	Homestead Sewer	200,000
3990B	Realize Flood Park	850,000
3990B	San Pedro Valley Walnut Bridge Replacement	100,000
3990B	Coyote Point Eastern Promenade Rejuvenation	1,500,000
3990B	TOTAL	6,650,000

Parks Commission Revised Goals & Objectives 3-29-22

---Draft Changes to Be Considered and Finalized

---Yet to Be Reviewed/Revised

Goal	Objectives	Action Items
<p>Goal 1 Advise and make recommendations to the Board of Supervisors regarding the management and operation of County natural reserves, marine reserves, open space areas, trails, parks and/or recreation areas and facilities within unincorporated San Mateo County (Bylaw direction).</p>	<p>1.1 Understand and support the Parks Department's management and operational priorities (e.g., major maintenance, capital/infrastructure improvements, resource protection, and equity and accessibility/IDEA).</p> <p>1.2 Promote Parks programs and efforts that promote the health, well-being, and safety of County residents, as well as equitable and diverse access to the County parks. (Consider moving to new goal 4)</p>	<p>1.1.1 Once a new Director is in place, request and hear management and operational priorities presentation, including ways for the Commission and the public to promote and support these priorities.</p> <p>1.1.2 Contribute as helpful to strategic planning and refinement of priorities for future efforts.</p> <p>1.1.3 Once a new Director is in place, request that Department leadership consider the development of performance targets and metrics to demonstrate Parks' contribution to County health, well-being, safety, and equitability.</p> <p>1.1.4 Contribute as helpful to the development of Department targets and metrics.</p> <p>1.1.5. Request presentation on the Department's budget that shows how it is designed to achieve Department management and operational priorities and where gaps remain.</p> <p>1.2.1 Request presentation on fuel reduction and any other hazard mitigation programs that enhance public safety, including benchmarks, current performance, and ways to support those programs; and provide feedback.</p> <p>1.2.2 Request presentation on the IDEA initiative, including performance and</p>

	<p>1.3 Support implementation of dog management policy recommendations</p> <p>1.4 Support feasible and strategic park property acquisitions and open space development</p> <p>1.5 Develop and deliver Commission updates and recommendations to the Board</p>	<p>opportunities for growth and improvement; and provide feedback.</p> <p>1.2.3 Request presentation on programs that promote health and well-being, including ways to promote, support, and grow (if needed) those programs; and provide feedback.</p> <p>1.2.4 Work with Parks Department staff to develop a standard set of information regarding populations served for programmatic presentations.</p> <p>1.2.5 Appoint Commission liaison to the Youth Commission (two-year term).</p> <p>1.3.1 Participate in Dog Management Committee.</p> <p>1.4.1 Support Bay to Coast connection with attendance at planning meetings, Committee endorsements, etc.</p> <p>1.4.2 Support Tunitas Creek Beach Park development with attendance at planning meetings, Committee endorsements, etc.</p> <p>1.5.1 Draft and submit a presentation to the Board of Supervisors in time to inform budget decisions for the next cycle. The presentation should both look back to describe work accomplished and look forward to describe work ahead.</p> <p>1.5.2 Develop and submit an annual report to the Board of Supervisors</p>
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<p><u>Goal 2</u> Adopt and forward to the Board of supervisors recommendations regarding fees to be charged for the use of the areas noted in 1. (By law direction).</p>	<p>2.1 Develop recommendations for a comprehensive fee strategy for County Parks uses.</p>	<p>2.1.1 Request presentation on in-progress consultant recommendations once completed. 2.1.2 Support development of a feasible and holistic fee strategy for approval by the Commission and recommendation to the Board</p>
<p><u>Goal 3</u> Advise the BOS regarding fish, game and wildlife policies and programs, and make recommendations to the BOS regarding the expenditure of fish and game propagation funds. (By law direction)</p>	<p>3.1 Ensure access to fish and game propagation funds</p>	<p>3.1.1 Consider recommendation for readoption of a Citizens Advisory Committee regarding fish, game, and wildlife policies</p>
<p><u>Goal 4</u> Explore and strengthen partnerships to expand equitable utilization and access to County parks</p>	<p>4.1 Strengthen relationship between the Commission and the Foundation</p> <p>TBD</p>	<p>TBD</p>
<p><u>Goal 5</u> Increase transparency (goal language to be worked on)</p>	<p>5.1 Improve public access to commission materials</p> <p>5.2 Work with Department to ensure items brought before the Commission include sufficient data for informed decision-making</p>	<p>TBD</p>