**Taxation, Revenue, and Utilization**

**of Expenditures (TRUE) Commission**

**Niki Brunson – Chair**

**PARKS AND RECREATION COMMITTEE MEETING MINUTES**

**February 13, 2019**

**1:00 p.m.**

**City Council Conference Room A**

**Suite 425, City Hall**

**Attendance:** Commissioner John Roberts (Chair), Niki Brunson

**Also**: Jeff Clements – Council Research Division

See attached sign-in sheet for additional attendees.

The meeting was called to order at 1:21 p.m. and the attendees introduced themselves for the record.

Commissioner Roberts said that he had requested information from Miami, Orlando, Tampa and Tallahassee about the size (acreage) and value of their park systems to use for comparison purposes with Jacksonville regarding their maintenance expenditures.

There are 2 approaches to estimating maintenance costs: 1) benchmark approach – how does Jacksonville compare with other jurisdictions generally acknowledged to have quality, well-maintained park systems on the basis of dollars spent per acre or dollars spent as a percentage of the value of park assets?

2) replacement approach - average historical costs for maintenance and repairs (how much is needed for typical items like reroofing, painting, pressure washing, fencing, light bulbs) based on cost of each item and average lifespan of the items. Re-price those items every few years to keep the cost estimates up to date. The City’s CARE complaint tracking system can be used to determine sufficiency of weekly service needs like trash pickup and bathroom cleaning (how many complaints are made about park conditions). Then there’s category of ad hoc items like storm damage, major vandalism, etc. that need immediate repair – use a 5 year average to determine how much needs to be budgeted for those items. Put the three categories of expenses together (regular weekly/monthly operating maintenance, periodic maintenance/replacement of equipment and facilities, and ad hoc emergency items) to determine the overall maintenance budget needed each year.

One of Jacksonville’s big problems is deferred maintenance. The City Council appropriated $2 million in FY18-19 and suggesting an additional $1 million (to $3 million) in FY19-20 to help address maintenance issues. The committee does not know how those additional funds relate to the baseline budget for maintenance – what’s the underlying maintenance budget that the $2 million supplemented? Mr. Roberts believes that a park system would be better maintained if the department had a fixed schedule for preventive maintenance and replacement of its assets (playing field refurbishment, pressure washing, parking lot re-striping, playground equipment restoration, etc.) rather than doing ad hoc work as problems arise. The City has a huge number of parks and recreation assets that are hard to track and require a good deal of paperwork to keep up with on a proactive basis, but ultimately that should produce better results by getting ahead of maintenance needs.

Commissioner Roberts will provide Commissioner Brunson with the list of the 5 parks that she had agreed to inspect at an earlier meeting.

The minutes of the January 9, 2019 committee meeting were **approved as distributed**.

Commissioner Roberts asked staff to follow up on three information requests:

1. When the Parks and Recreation Department calls on the Public Buildings Division of the Public Works Department to handle a building issue (i.e. re-reroofing, major plumbing or electrical work beyond the capability of Parks and Rec personnel), whose budget pays for that work – Parks and Rec or Public Works?
2. What does the Parks and Recreation Department budget annually for regular maintenance (apart from the additional funding the City Council appropriated this year to improve the service level) – what’s the baseline amount?
3. Does the Parks and Rec Department use the CARE system as a vehicle to track maintenance issues, or do they maintain a separate in-house tracking system? The park issues currently in CARE all seem to be citizen-reported, not departmentally entered.

The committee will meet again on Wednesday, March 13th.

There being no further business, the meeting was adjourned at 1:51 p.m.

Jeff Clements, City Council Research Division

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Posted 2.13.19 4:30 p.m.

Tape –2.13.19 TRUE Parks and Recreation Committee – Legislative Services Division