City of Sacramento
Parks and Community Enrichment Commission Report
915 I Street Sacramento, CA 95814
www.cityofsacramento.org

File ID: 2026-00260 1/15/2026

Approval of Parks and Community Enrichment Follow Up Log

File ID: 2026-00260

Location: Citywide

Recommendation: Pass a **Motion** approving the Parks and Community Enrichment Follow Up Log.

Contact: Shannon Brown, Assistant Director, (916) 808-6076, sdbrown@cityofsacramento.org, Youth, Parks, and Community Enrichment Department

Presenter: Shannon Brown, Assistant Director, (916) 808-6076, sdbrown@cityofsacramento.org, Youth, Parks, and Community Enrichment Department

Attachments:
1-Description/Analysis
2-Parks and Community Enrichment Follow Up Log

Description/Analysis
Issue Detail: Like other City commissions and committees, the Parks and Community Enrichment Commission will implement and maintain a follow-up log to organize and track items that will be considered in the future. The follow-up log will detail each item and give an estimate of when staff expects to provide more information to the Commission. Commission members are welcome to add items to the log during “Commissioner Comments - Ideas and Questions,” as long as the items are within the scope of the Commission.

At the following meeting, the updated log will be presented for approval as part of the consent calendar, reflecting the item suggested at the prior meeting. If a requested item is outside the scope of the Commission’s powers and duties, the staff report provided at the next meeting will include an explanation regarding why the item could not be added to the log. The approval of the log can be pulled from the consent calendar if a Commissioner feels that a discussion is necessary.

Policy Considerations: The City Clerk keeps a permanent record of the Parks and Community Enrichment Commission proceedings, showing all action considered and taken and the vote of each member on matters before the Commission.

Economic Impacts: None.

Environmental Considerations: Not applicable.

Sustainability: Not applicable.

Commission/Committee Action: None.

Rationale for Recommendation: The current proposed log is attached for consideration and approval. Additional items can be suggested for inclusion on the log during “Commissioner Comments - Ideas and Questions.” Proposed items that are consistent with scope of the Commission will be added to the log as requested and tracked for completion. The Commission will consider the log as part of the consent agenda at each Commission meeting.

Financial Considerations: Not applicable.

Local Business Enterprise (LBE): Not applicable.

Parks and Community Enrichment Commission Follow Up Log 1/15/2026

Purpose and duties of the commission.

A. To provide recommendations and advice to the city council and the Youth, Parks, and Community Enrichment Department on policies, projects, programs, and other matters pertaining to parks and community enrichment affecting the city of Sacramento. The matters upon which the Commission will provide recommendations and advice may be referred to the Commission by the city council, the director of the Youth, Parks, and Community Enrichment Department, the community, or members of the Commission.

B. To review and provide recommendations on the development and implementation of the parks and recreation master plan as an element of the city's general plan.

C. To review complaints and other matters pertaining to parks and community enrichment issues as requested by the director of the Youth, Parks, and Community Enrichment Department or the city council.

D. To conduct an annual workshop to review the department's annual operating budget and capital improvement plan.

E. To meet with neighborhood associations and park user groups to discuss parks and community enrichment issues and needs.

F. To encourage individuals, businesses, and community groups to contribute funds, property, and volunteer services for the development and operation of parks and community enrichment facilities and programs. (Ord. 2019-0011 § 2; Ord. 2013-0001 § 2)

#	Request Date	Requestor	Lead Dept	Description	Status	Action Taken/Details
16	9/4/2025	Vasquez	YPCE	Volunteer recognition award program.		January 15, 2026 Agenda
18	12/4/25	Vasquez	YPCE	Standardizing community engagement process for community meetings. Metric from PCEC Workplan- Support Equity and transparency in park improvements. Commissioners will work on the creation of draft policy standardizing community engagement to present to staff.	Ongoing	At Chairs discretion, may be included in future agenda as discussion item as time allows.
19	12/4/24	Vasquez	YPCE	Park Bond	Ongoing	City Attorney Office to prepare a memo.
20	12/4/25	Robbins	YPCE	Grant pool operation	Ongoing	Staff to prepare a memo.

Below is just a reference for the January Agenda. This is not to be uploaded just for you awareness for order of reports.

1	Consent	Admin./Fiscal	Minutes	Parks and Community Enrichment Commission Meeting Minutes	Citywide
2	Consent	Admin./Fiscal	Log	Approval of PCEC Follow Up Log	Citywide
3	Consent	Admin./Fiscal	Log	Dissolution of the Ad Hoc Committee	Citywide
4	Discussion	Admin./Fiscal	Report	Election of Parks & Community Enrichment Commission Chair & Vice Chair Year 2026	Citywide
5	Discussion	Admin./Fiscal	Report	Volunteer Recognition Award Program	Citywide
6	Discussion	YPCE	Oral	Youth, Parks, & Community Enrichment Director Report - Review Highlights for December	Citywide