



Acquisition Policy Overview

**District 6 Open
Space Task Force**

December 5, 2012





RPD Acquisition Overview

- Acquisition Policy – adopted 2006, updated 2011
 - Guidelines on how to identify, evaluate, and acquire real property for new parks and open space
- Parks, Recreation, and Open Space Advisory Committee (PROSAC)
 - Provides Comments on Potential Property Acquisition
- Funding
 - Open Space Acquisition Fund – part of the Proposition C (2000) Open Space Fund annual property tax set aside



Types of Acquisitions

Land purchase

- *RPD purchases real property from a private party or entity*

Donations and Gifts

- *Property is presented to RPD as a voluntary contribution without payment in return*

Jurisdictional Transfer

- *Real property already owned by another City agency or department is transferred to RPD agency*



Acquisition Process

STEP 1: FORM SUBMITTAL

Suggested Site Acquisition Identification Form is submitted, the property is formally introduced and preliminary property review is initiated.

STEP 2: REVIEW AND EVALUATION

Staff evaluates and classifies the proposed site using the Property Evaluation Worksheet based on the Acquisition Policy.

Staff presents evaluations and classification to PROSAC . PROSAC reviews and provides feedback. (If PROSAC disapproves of staff's determination – PROSAC may vote to remove property from the Acquisition Roster.)

STEP 3: SITE ANALYSIS AND RESEARCH

Staff conducts further detailed Site Analysis in accordance with standard real estate practice and including environmental review, property appraisal, cost negotiations and other required research.

STEP 4: DETERMINATION

Findings are presented to the Recreation and Park Commission. The Commission recommends the Board of Supervisors approves acquisition.



Property Intake Form

SUGGESTED SITE ACQUISITION IDENTIFICATION FORM San Francisco Recreation and Park Department

To initiate the process please answer the following questions to the best of your knowledge. Please contact Recreation and Park Planning Division staff if you have any questions regarding this form. Please provide photographs of the site and the surrounding area when submitting this form to Recreation and Park Planning Division.

PROPERTY DESCRIPTION

Property Address: _____

Block and Lot Number _____

(Please see: <http://www.sfplanning.org/> if not known)

Site Location (Please provide nearest cross streets):

Supervisor District: _____

(Please see: <http://www.sfplanning.org/> if not known)

Property size: _____

Existing Use: _____

Suggested Use: _____

SURROUNDING CONTEXT

1.) What is the nearest park or public open space? Please list what they are.

OTHER COMMENTS

Please submit this completed form with your contact information to:

San Francisco Recreation and Park Department
Deputy Director of Park Planning
30 Van Ness, 4TH Floor
San Francisco, CA
94102

Today's Date:

Name:

Phone number:

Community Organization (if applicable):



Acquisition Policy Goals

1. Acquire Properties that are found Within or Serve a High Needs Area and /or Open Space Deficient Area

High Needs Area:

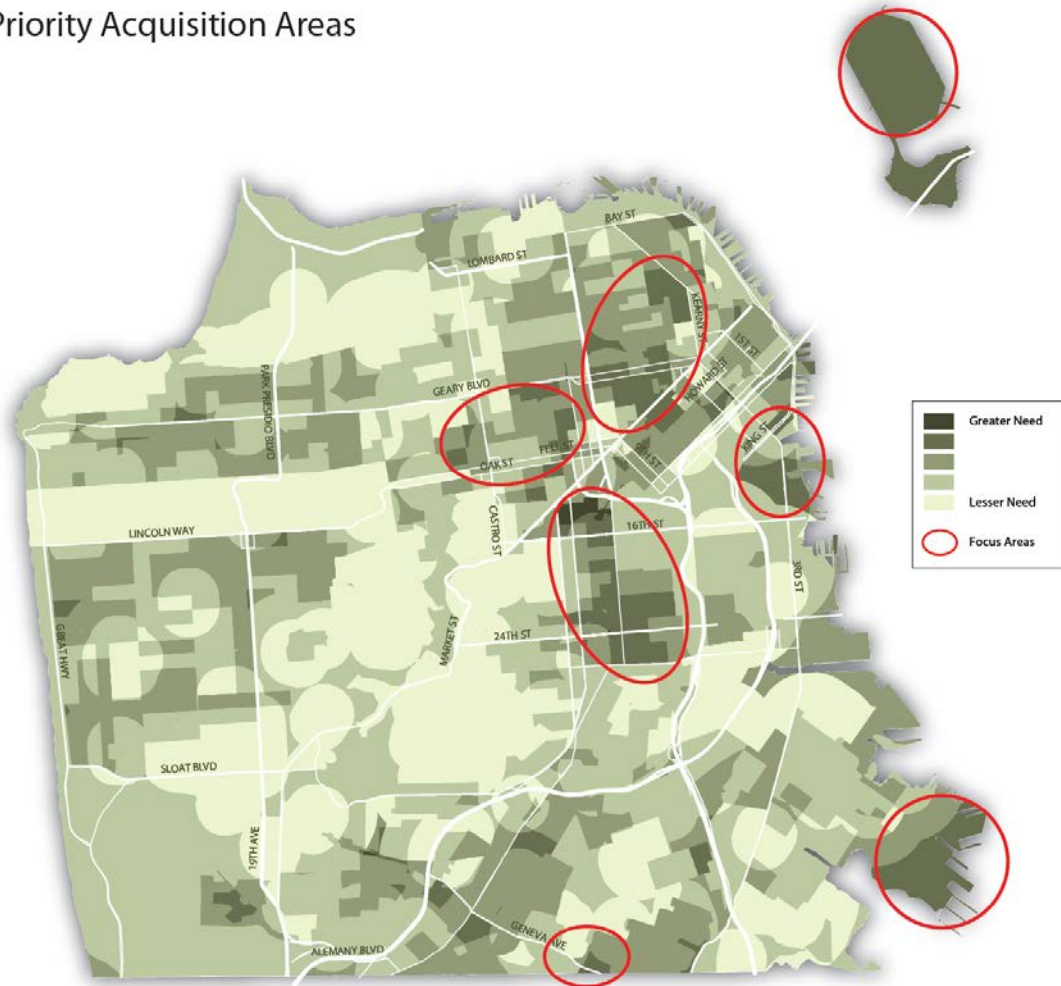
- High population density
- High percentage of children and/or seniors
- Low-income households





High Needs Map

Priority Acquisition Areas

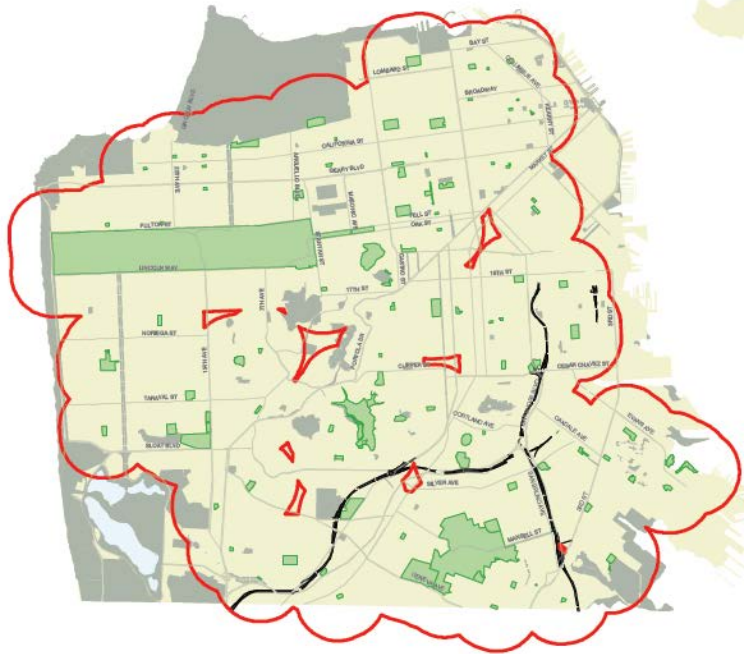




Distribution Deficiency Maps

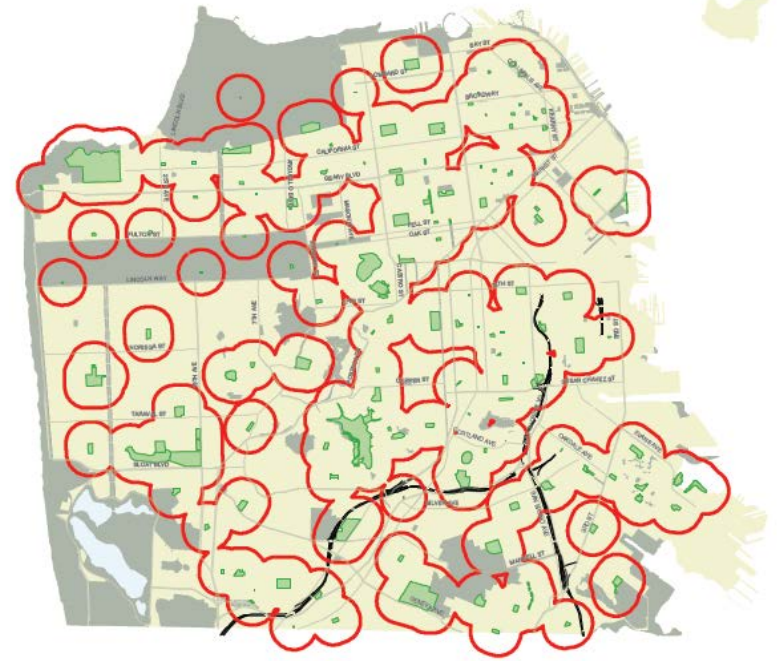
Active Use / Sports Fields

0.5 MILE BUFFER



Playgrounds

0.25 MILE BUFFER





Acquisition Policy Goals (continued)

2. Leverage Additional Funding for Purchase, Development and Maintenance
3. Acquire Properties that Encourage a Variety of Recreational and Open Space Uses



Other Important Factors

- Challenges for development / use of site
- Adjacency to RPD property (expand existing park)
- Community support
- Health and safety
- Presence of historic / cultural resources
- Proximity to public transit
- Location within an Area Plan
- Site accessibility
- Site topography / soil stability
- Trails and connectivity





Property Evaluation Worksheet

PROPERTY EVALUATION WORKSHEET

POLICY GOALS 1-3	MOST DESIRABLE	Located within a High Needs Area					
		Located within an Open Space Deficient Area					
	MORE DESIRABLE	Leverages Other Funding for Acquisition					
		Leverages other Funding for Construction					
		Leverages other Funding for Maintenance					
	DESIRABLE	Passive Recreation					
		Active Recreation					
		Natural Resources Protection					
		Special Attributes (Scenic Views, Water Access)					
	Does Not Meet Policy Goals	NO RECOMMENDATION	Property Does Not Meet RPD Acquisition Policy Goals 1-3				
PROJECT INFORMATION	Property Description and Site Location	Project Title	Park A	Park B	Park C		
		Address / Block and Lot	0001 / 001	0002 / 002	0003 / 003		
		Property Size	.03 acres / 1,306 sq ft	.85 acres / 37,026 sq ft	5 acres / 21,780 sq ft		
Important Attributes & Notes From Site Info Sheet			Property is adjacent to an existing RPD Natural Area. Property provides scenic views and wildlife viewing.				
PROSAC Findings							



Property Classification

- Based on a property's ability to meet the specific policy goals, the property is classified as:
 - MOST DESIRABLE
 - MORE DESIRABLE
 - DESIRABLE
- A property that does not meet any of the policy goals receives:
 - NO RECOMMENDATION



Acquisition Roster

Recreation and Park Department Acquisition Roster

POLICY GOALS 1-3	MOST DESIRABLE	Located within a High Needs Area					
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	MORE DESIRABLE	Leverages Other Funding for Acquisition					
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PROSAC Findings							

Based on results of evaluation, staff selects properties to be added to Acquisition Roster.



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