



**RECREATION AND COMMUNITY SERVICES DEPARTMENT**  
QUINLAN COMMUNITY CENTER  
10185 NORTH STELLING RD • CUPERTINO, CA 95014-3255  
TELEPHONE: (408) 777-3120    [www.cupertino.org](http://www.cupertino.org)

## **CITY COUNCIL STAFF REPORT**

Meeting Date: September 19, 2017

### **Subject**

Citywide Parks and Recreation System Master Plan Update

### **Recommended Action**

Accept update on the Citywide Parks and Recreation System Master Plan ("Master Plan") and provide direction.

### **Background**

The Recreation and Community Services Department is currently developing a Citywide Parks and Recreation System Master Plan, as directed through the City Council adopted FY2017-18 work program. In January 2017, the City Council authorized execution of a consultant services agreement for the preparation of a Citywide Parks and Recreation System Master Plan. This report provides an update, including community outreach strategies, issues to be studied, project schedule and expected outcomes and deliverables.

### **Discussion**

#### **Development of the Parks and Recreation System Master Plan – Progress Update**

Staff and the consultant team have been working on community outreach, data collection and the preparation of background documents with the help of the Parks and Recreation Commission. The following is a brief outline of steps to date:

- February and March 2017 - The Parks and Recreation Commission received updates including schedule and process information.
- February through April 2017 - The consultant team reviewed and evaluated city parks and recreation facilities and met with stakeholders.
- April 2017 - The Commission and public provided feedback on a draft park classification system, a map of parks and recreation facilities (Attachment A), an inventory matrix of parks and recreation facilities (Attachment B), and observations about our parks and recreation system.

- June 2017 - The Commission and public provided feedback on an Existing Parks and Facilities Summary report (Attachment C), a draft community-wide survey summary report regarding results of the 2016 citywide survey, and a draft Community Outreach and Vision Summary report (Attachment D).
- August 2017 - The Commission provided feedback on a Geographic Analysis including maps relating to the city's parks and recreation system.
- September 2017 - This summer, a project advisory group was formed of community members representing a variety of stakeholder groups that convened the first week of September. On September 7, the Commission and public provided feedback on draft Vision, Mission and Goals for the master plan including the results of a community-wide survey conducted this summer (Attachment E).

Various other documents have been prepared and are posted on the city's website on the project page, at the link below, as well as in the on-line records associated with the Commission meetings.

<http://forms4.cupertino.org/parks&recmasterplan/projectUpdates.html>

An update presentation will be provided to the City Council. The City Council's input and feedback is invited.

### **Fiscal Impact**

None.

### **Sustainability Impact**

The project will support the city's sustainability and environmental policies and objectives.

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Prepared by: Gail Seeds, Park Improvement Manager

Reviewed by: Jeff Milkes, Director of Recreation & Community Services

Approved for Submission by: David Brandt, City Manager

Attachment A: Map, Existing Parks & Recreation Facilities, Draft, April 2017

Attachment B: Table, Park and Facility Inventory Matrix, Draft, July 2017

Attachment C: Existing Parks & Facilities Summary, Draft, May 2017

Attachment D: Community Outreach and Vision Summary, Draft, May 2017

Attachment E: Vision, Mission & Goals, Draft, August 2017. Includes:

Appendix A – Vision & Goals Questionnaire Summary

Appendix B – Vision & Goals Questionnaire Write-In Responses

Appendix C – Vision & Goals Questionnaire