



PARKS AND RECREATION DEPARTMENT

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CITY COUNCIL STAFF REPORT

Meeting: July 16, 2019

Subject

Parks and Recreation Commission Fiscal Year (FY) 2019-20 Work Program

Recommended Action

Approve the Parks and Recreation Commission FY 2019-20 Work Program

Discussion

The Parks and Recreation Commission serves as an invaluable partner to the Director and staff of the Parks and Recreation Department. At the regular meeting of the Parks and Recreation Commission on June 6, 2019, the Commission proposed the following FY 2019-20 Work Program:

Items from City FY 2019-20 City Work Program

1. Lawrence Mitty Property Acquisition
2. Citywide Parks and Recreation System Master Plan
3. Parks and Recreation Department Strategic Plan
4. Use of Athletic Fields in Parks
5. Teen Engagement
6. Arts and Cultural Festival and Programs
7. Parks and Recreation Department Marketing Plan and Program Review
8. Art in Unexpected Places Initiative
9. Policies on Nonprofit Support (Community Funding Policy)
10. All-Inclusive Playground

Additional Work Program Items

11. Disposition of the Rancho Rinconada Special Recreation District
12. Collaborations with Other Commissions
13. State of the Trails/Connectivity

The Commission is supported in its work by the staff liaison, Director of Parks & Recreation, who estimates approximately 5% or 90 productive hours per year spent

providing this support. In addition, the department Administrative Assistant also dedicates approximately 5% or 90 hours per year.

Commission meetings are held at Community Hall, approximately 11 months each year (no July meeting in 2019) at 7:00 p.m. Meetings are recorded and televised.

The Parks & Recreation Commission serves to advise City Council on a variety of topics each year. For their 2019/20 work program, they have identified the following project work:

1. **Lawrence Mitty Property Acquisition.** Once negotiations are complete, they will consider opportunities, hold hearings and recommend best use of the property. They will play an integral part in the concept and design of the new park.
2. **City Wide Parks and Recreation System Master Plan.** Continuing their work, they have hosted nearly twenty hearings, made recommendations on drafts and will carefully review and make recommendations to City Council for final adoption of the plan.
3. **Parks and Recreation Strategic Plan.** The Commission will play an important role in receiving public input and recommending prioritization of actions for the plan.
4. **Use of Athletic Fields in Parks.** The Commission will hold hearings and make recommendations to City Council regarding use of space for dog off leash areas, rules and processes for the Jollyman off leash trial, the athletic use policy, athletic fees, etc.
5. **Teen Engagement.** The Commission will consider opportunities and provide recommendations to staff to meet the increasing need for programs and activities to address teen stress.
6. **Arts and Cultural Festivals and Programs.** The Commission will review and make recommendations to staff about content and opportunities for current and future cultural activities as part of the department's Summer Events Program.
7. **Parks and Recreation Department Marketing Plan and Program Review.** The Commission will review and accept a report from a consultant and recommend changes in policy regarding program fees, classes to offer, and marketing approaches.
8. **Art in Unexpected Places Initiative.** The Commission will consider and recommend opportunities for increasing art in the parks and programs.
9. **Policies on Nonprofit Support (Community Funding Policy).** The Commission has already completed much of this work for the current budget as they reviewed and recommended non-profit granting opportunities.
10. **All-Inclusive Playground.** The Commission has already received reports from staff on the potential all-inclusive playground at Jollyman Park and will continue to advise staff and City Council as to design.

11. **Disposition of the Rancho Rinconada Special Recreation District.** The Commission will receive a report and presentation from Local Area Formation Commission (LAFCO) in March 2020 and will recommend a course of action to City Council during a joint meeting between the City Council and the Commission.
12. **Collaboration with other Commissions.** The Commission will invite other commissions to host joint meetings and specifically work with the Teen Commission on projects and events that connect the two commissions.
13. **State of the Trails/Connectivity.** The P&R Commission will study and recommend opportunities and priorities for trails and corridors that connect people to parks, and to identify key locations on the East and West sides of Cupertino.

The Commission will begin working on their FY 2020/2021 work program in November 2019, in order to provide input into the City Work Program discussion in early 2020. Many of the items on the current work program are expected to carry over to next year, due to this year's transition to align the commissions' work programs with the City's Work Program, budget process, and to maintain consistency across all commissions.

Staff and the Parks and Recreation Commission recommend that City Council approve the Parks and Recreation Commission FY 2019-20 Work Program.

Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

Prepared by: Jeff Milkes, Director of Parks and Recreation

Reviewed by: Jeff Milkes, Director of Parks and Recreation

Approved for Submission by: Deborah Feng, City Manager

Attachments:

A – Draft PRC FY 2019-20 Work Program