

Items for possible inclusion in the Parks and Recreation  
Commission Work Plan  
FISCAL YEAR 2019/2020

**Current Fiscal Year Items (FY18/19)**

- Naming the Department (March)
- Brown Act Training Opportunity (March)
- Master Plan Standing Item (April, and TBD)
- Strategic Plan Priorities – Themes (April)
- Neighborhood Events Schedule Brief (May)
- Community Gardens Project (June)

**July 11, 2019 Special Meeting**

- Exclusion Policy
- Performance Measures Briefing
- 4<sup>th</sup> of July Recap
- Teen Stress Events – Quarterly Update

**August 1, 2019**

- Dog Off Leash Park Trial
- Strategic Plan Prioritization
- Athletic Fields Scheduling Discussion

**September 5, 2019**

- Sports Center Renovation Update
- Commissioner Training at NRPA

**October 3, 2019**

- Teen Stress Events – Quarterly Update
- Strategic Plan Discussion and Prioritization
- Update on Aquatics Activities

**November 7, 2019**

- Neighborhood Events Recap and Evaluation

**November 18, 2019 – Tentative Special Meeting**

- Marketing Plan Outbrief

**December 5, 2019**

- Community Gardens Project

**January 2, 2020**

- Teen Stress Events – Quarterly Update

**February 6, 2020**

- Chair/ Vice Chair Selection
- Dog Off Leash Park Trial Evaluation

**March 5, 2020**

**April 2, 2020**

- Teen Stress Events – Quarterly Update

**May 7, 2020**

- Neighborhood Events Schedule Brief

**June 4, 2020**

**Things to Schedule:**

- Athletic Fees Discussion
- Athletic Permits Discussion
- Senior Center Presentation/Update

**List from Commissioners:**

- Code of Ethics
- All-Inclusive Playground Design Review
- All-Inclusive Focused Programs/Services
- Lawrence-Mitty Update (2 Commissioners)
- Blesch House
- Cupertino Shuttle Survey (2 Commissioners)
- State of the Trails Update (2 Commissioners)
- Partnership with CUSD/Sedgwick Property (3 Commissioners)
- Partnership with Rancho Rinconada
- Discuss Dog Off Leash Park Trial Sooner (2 Commissioners)
- Collaboration with Other Commissions (Bicycle Ped for Shuttle Item – 2 Commissioners)
- Outreach Methods
- Utilization Data of Facilities at Parks
- Accreditation
- Property Acquisitions (standing item)

- Parklets
- Neighborhood Walk (outreach effort)
- Welcome to the City Onboarding Process
- Update to the Department Web Page

### **Items on the Draft Council Work Plan**

- Complete renovation of and open the Community Gardens
- Adopt the System Master Plan
- Serve to prioritize themes and action items within the three year Strategic Plan
- Complete plans to build an All-Inclusive Playground
- Evaluate and if necessary, update the Athletic Field Policy considering Permitting, Sunday Use, Fees for Permits and consideration of multiple uses of Athletic Fields
- Direct a series of programs and activities to maintain Teen Engagement
- Complete a department Marketing Plan

### **Ideas for Commission Goals:**

1. Support and review plans and objectives for the new Community Gardens at McClellan Ranch.

Action Items: Recommend priorities for operation  
Recommend priorities for a grand opening celebration

2. Support and recommend actions on Athletic Fields Permitting, related fees, Sunday use of fields, etc.

Action Items: Recommend to City Council fee changes if necessary and policy on cost recovery for athletic fields  
Recommend changes, if necessary to current permit process.  
Recommend opportunities for Sunday use of Athletic, permitted activities on fields  
Evaluate and recommend policy on off leash dogs in parks

3. Support and recommend actions related to the Neighborhood Events Program

Action Items: Recommend genres of music/movie titles  
Attend events, brand council relationship with program

4. Support and recommend changes and updates to the All-Inclusive Playground Design

Action Items: Review and provide feedback on the draft all-inclusive playground design  
Evaluate and provide a recommendation to City Council on the all-inclusive playground design

5. Support staff in recommendations on department policies that include an Exclusion Policy, in relation to the Code of Conduct and others.

Action Items: Review and provide feedback/recommendations on the draft Exclusion Policy  
Recommend to City Council the approval of the draft Exclusion Policy

6. Recommend actions related to the Dog Off Leash Park Trial

Action Items: Review the results of the Dog Off Leash Park Trial on quarterly intervals  
Host 2 public input sessions for community members to comment on the trial  
Review and provide feedback on the implementation of an off leash dog area, including changes to the municipal code  
Make a recommendation to City Council on continuing the program, with the consideration of expanding to other parks

7. Aid the City in creating new or strengthening current Public/Private Partnerships

Action Items: Invite and provide a recommendation to staff on establishing a partnership with a private entity.  
Invite and provide a recommendation to staff on establishing a partnership with a public entity.  
Provide input and a recommendation to City Council on establishing a new partnership each year.

8. Improve and strengthen Collaborations with Other Commissions

Action Items: Attend the Mayor's meetings and report back with meeting notes.  
Attend at least 1 other Commission meetings each month  
Host a joint meeting with another Commission at least once each fiscal year.

9. Increase Public Engagement opportunities

Action Items: Attend recreation events throughout the year  
Attend the farmer's market and man the City Booth at least once a quarter.

10. Research, evaluate and recommend cost recovery model for department.

Action Items: Develop and recommend criteria for subsidy based on community benefits  
Recommend prioritization of subsidy by activity  
Recommend overall cost recovery model and develop measurement tool

11. Recommend action items and themes for a 3-year strategic plan that will serve to implement and prioritize work plan items in the adopted system master plan.

Action Items: Apply criteria in the master plan  
Assign priorities to short term and long term items (Phase 1, 2 and 3)  
Review Strategic Plan  
Recommend adoption of the Strategic Plan