

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)
- Discuss Dog Off Leash Park Trial ASAP
- Master Plan Standing Item (April, and TBD)
- Cupertino Shuttle Survey Results (April)
- Strategic Plan Priorities – Themes (April)
- Alpaca Farm at McClellan Ranch (April)
- Herbicide Use (April)
- Neighborhood Events Schedule Brief (June)
- Joint Use Agreement with CUSD (June)
- Collaboration with Other Commissions (Bicycle Pedestrian Commission – After the Master Plan Adoption)
- Outreach Methods (TICC Commission)

July 4, 2019 - Cancelled

August 1, 2019

- 4th of July Recap
- Dog Off Leash Park Trial Update
- Performance Measures Briefing
- State of the Trails Update
- Update to the Department Web Page

September 5, 2019

- Exclusion Policy
- Utilization Data of Facilities at Parks
- Parks and Recreation System Master Plan Update

October 3, 2019

- Athletic Fees, Permits, and Fields Scheduling Discussion
- All-Inclusive Playground Design Review
- All-Inclusive Focused Programs/Services
- Strategic Plan Prioritization
- Update on Aquatics Activities

November 7, 2019

- Teen Stress Events – Bi-Annual Update
- Neighborhood Events Recap and Evaluation

November 18, 2019 – Tentative Special Meeting

- Marketing Plan Outbrief

December 5, 2019

- Lawrence-Mitty Update
- Strategic Plan Discussion
- Utilization Data of Facilities at Parks
- Community Gardens Project w/ Design

January 2, 2020

February 6, 2020

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

March 5, 2020

- Partnership with Rancho Rinconada (with research)
- Utilization Data of Facilities at Parks

April 2, 2020

May 7, 2020

- Teen Stress Events – Bi-Annual Update
- Neighborhood Events Schedule Brief

June 4, 2020

- Utilization Data of Facilities at Parks

Things to Schedule:

- Sports Center Renovation Update
- Code of Ethics
- Blesch House
- Partnership with CUSD/Sedgwick Property
- Accreditation
- Property Acquisitions (standing item)
- Parklets (as opportunities arise)
- Welcome to the City Onboarding Process

- Senior Center Presentation/Update

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. (**Schedule for May 2019 meeting**)

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 (**Add to April 2019 meeting**)

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. **(to be determined)**

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