



PARKS AND RECREATION DEPARTMENT

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PARKS AND RECREATION COMMISSION STAFF REPORT

February 6, 2020

Subject

Review and Finalize Commission Proposals for FY 2020-21 City Work Program.

Recommended Action

Review the current draft of Commission Proposals for FY 2020-21 City Work Program and approve a finalized version, identifying the top three proposals, limited to no more than 10.

Background

At the January 8, 2020 Parks and Recreation Commission meeting, the Commission created a draft version of the Proposals for FY 2020-21 City Work Program (Attachment A) to be reviewed and finalized at the February 6, 2020 Parks and Recreation Commission meeting. Each Commission will submit proposed ideas for the City Work Program for the upcoming fiscal year (FY). These proposals will be taken into consideration by Department Heads and the City Manager when developing the proposed City Work Program for City Council's consideration. Commissions should identify their top 3 proposals and limit proposals to no more than 10.

When the proposed City Work Program is brought to Council, the proposals submitted by Commissions will be provided as attachments with indications as to which proposals are reflected in the proposed City Work Program. Once the City Work Program is adopted by Council, Commissions will then develop their Commission Work Programs based upon the items relevant to them in the approved City Work Program.

Next Steps

It is expected that Commission proposals will be evaluated by the Department Head and City Manager in February and will then be brought to City Council for approval. In April, Commissions will develop their Commission Work Programs based on the City Work Program.

Prepared by: Randy Schwartz, Interim Parks & Recreation Director

Attachments:

- A - Draft Proposals for FY 2020-21 City Work Program
- B - City Work Program Flow Chart
- C - Guidance on Commission Proposals for City Work Program
- D - FY 2019-20 Parks and Recreation Commission Work Program
- E - Cupertino Municipal Code Chapter 2.36