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**REPORT TO PARKS & RECREATION COMMISSION**

**SUBJECT**

Parks & Recreation Commission Work Plan Goals for FY2021/22

**BACKGROUND**

Annually, the Parks & Recreation Commission considers three to five specific, measurable, attainable, realistic, and time-bound goals and/or activities for the year. These are intended to focus Commission efforts and respond to community and City Council priorities within existing budget direction, resource limitations, and the purview of the Commission as set forth in the City Charter and City Code.

At each successive meeting, the Commission discusses the Work Plan and makes subcommittee assignments as necessary. Members then work toward goal completion and provide updates at the regular Commission meetings.

At the July 20, 2021 meeting, the Commission reviewed the Work Plan Goals for FY2020/21 and recommended approval of the Work Plan Goals for FY2021/22.

The Work Plan Goals for FY2021/22 include:

- Goal A: 1) Review park site and facility condition assessments (Kitchell, 2018) and recommend priority of community needs given levels of service and available resources. There are approximately \$100M to \$150M worth of aged infrastructure requiring renewals and replacements of various components and systems for park sites and buildings. 2) In addition, needs assessments for youth sports, aquatics, seniors as well as population growth statistics (Park and Recreation Facilities Development Impact Fee Studies (Willdan Financial Services, 2019) indicate the need for the acquisition and development of new parkland and amenities, and expansion of existing parks to meet the City’s current level of service needs.

- Goal B: 1) Review and elicit community input on the existing City parks' rehabilitation projects based on the currently approved/funded Capital Improvement Program Budget and schedule; and, 2) review developer proposed schematic designs for new neighborhood parks to serve new residential development as completed project applications are submitted.
- Goal C: 1) Host and develop recommendations for improving the annual Art & Wine Festival (based on budget, 40<sup>th</sup> annual will return in September 2022); and, 2) participate in Citywide Special events.
- Goal D: 1) Develop Community Park North community input process and stakeholders list. 2) Conduct community outreach and input process with City staff and consultant. Goal D is contingent upon the Related Project's application, phasing and \$500K for outreach, design and engineering.

On July 20, 2021, the Commission approved the creation of a subcommittee for Goal D. The subcommittee consists of Commissioners Caldwell, Gonzalez, and Hai.

On August 17, 2021, the subcommittee for Work Plan Goal D agreed to meet between September and October at the future 30+ acre community park site on an upcoming Thursday afternoon. Commissioners were encouraged to visit Westwood Oaks Park to become familiar with the park site since community outreach on playground and park rehabilitation will begin in September.

On September 21, 2021, the Commission received an update on Work Plan Goals B-1, and B-2 respectively. The Commission initiated the Westwood Oaks Park Playground Rehabilitation Project community outreach and online surveys. The Commission also received additional community input on the developer proposed schematic design for the new neighborhood park at Gateway Crossings, and considering the proposed schematic design for the new neighborhood park located at 3905 Freedom Circle. The subcommittee for Work Plan Goal D agreed to meet at the proposed 30+ acre park site located on the old golf course, on October 7, at 4:00 PM.

On October 19, 2021, the Commission received an update on Work Plan Goals B-1 and B-2. The community outreach for Westwood Oaks Park Playground rehabilitation project concluded, the City Plaza Park Gazebo Project design work continues, and the Fairway Glen Park Restroom Project design work continues. The subcommittee for Work Plan Goal D met and walked around the proposed 30+ acre park site. They noted the topography, views, and windy nature of the site. The subcommittee initiated a discussion about potential methods of conducting extensive and robust outreach.

## **DISCUSSION**

At the regular Meeting on November 16, the Commission will discuss activities that support Work Plan Goals. The Commission will hear any public input, develop activities in support of the Goals, make subcommittee assignments as necessary, and develop periodic updates for the City Council during the year.

## **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes

in the environment.

**PUBLIC CONTACT**

Public contact was made by posting the Parks & Recreation Commission's agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>>.

**RECOMMENDATION**

Report on progress on the Parks & Recreation Commission Work Plan Goals for FY 2021/22 and appoint subcommittee(s) as needed.

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation