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7/17/2018	1	Parks & Recreation Commission	Approved as amended	Pass

SUBJECT

Parks & Recreation Commission Work Plan Goal Setting for FY2018-19

BACKGROUND

Each year, 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 the efforts of the Commission and respond to City Council priorities within existing budget direction, resource limitations, and within the purview of the Commission as set in the City Charter and City Code.

The annual goals and work plan are in addition to other regular Commission business and periodic Council referrals. For reference, the FY2017-18 Work Plan was created through discussion of current issues, trends and local needs related to city parks operations and maintenance, recreation programs and community services, cemeteries, and special events. Over the course of the FY2017-18, the Commission in collaboration with the Parks & Recreation Department: (a) completed a Comprehensive Facility Condition Assessment accepted by Council on April 24, 2018, (b) reviewed park rules and regulations and recommended draft language to update City Codes that would then be used on new park signs, (c) discussed improved access, supervision and enforcement of existing rules at parks & athletic fields, and (d) enhanced the Citywide Special Events by focusing on local benefits, new activities, and collaboration with the Cultural Commission.

DISCUSSION

At the beginning of each fiscal year (July-August), the Commission considers various trends and issues in Parks and Recreation that are of interest to the Commission and are within its purview as found in the City Charter, City Code and Council direction. At the July 2018 Parks & Recreation Commission Regular Meeting, the Commission suggested goals for the year to: (a) develop community understanding of parks and recreation infrastructure needs and costs for potential future ballot measure; (b) review park rehabilitation needs and new park development projects; (c) hold a Joint Meeting of the Parks and Recreation and Cultural Commission; (d) host the 38th annual Santa Clara Art & Wine Festival. Other areas for consideration include discussion of plans for community

input on a new 30+ acre community park in the north of the City and other potential priorities for acquisition and development of new parkland. The Parks & Recreation Commission will review and refine the proposed goals, and make sub committee assignments. Monthly updates on the status of the Work Plan Goals will be made during the year.

The Santa Clara City Charter (Section 1009) sets forth the powers and duties of the Parks and Recreation Commission to: “(a) Act in advisory capacity to the City Council in all matters pertaining to parks, recreation, playgrounds and entertainment; (b) Consider the annual budget of the Parks and Recreation Department during the process of its preparation and make recommendations with respect thereto to the City Manager and the City Council; and (c) Assist in the planning and supervision of a recreation program for the inhabitants of the City, promote and stimulate public interest therein and to that end, solicit to the fullest extent possible the cooperation of school authorities and other public and private agencies interested therein. The Santa Clara City Code (2.120.060) further delineates duties and responsibilities as: “(a) The establishment, acceptance and continued supervision of a long-range parks and recreational program for the City. (b) Planning and implementing an annual program of recreational and cultural activities for all age groups. (c) Recommending and supervising all the City’s contractual relationships with other agencies in the recreational field. (d) Serve as a correlating agency between the City and other units of government on recreational undertakings. (e) The planning and supervision of the City cemetery.”

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 Park & 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 or at the public information desk at any City of Santa Clara public library.

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation