

**PARKS & RECREATION COMMISSION**  
**2013/14 Work Plan**  
(as of September 11, 2013)

<b>Goal</b>	<b>Projects</b>	<b>Assignments</b>	<b>Target Date</b>	<b>Status</b>
Recreational planning and programming	Resident survey	<ul style="list-style-type: none"> <li>• Conduct online resident survey</li> <li>• Final stage: present report to City Council (Parmar, Baron)</li> </ul>	2012	Completed
Community feedback on parks and recreation	“Friends of Parks”	<ul style="list-style-type: none"> <li>• Visit parks and be response to the public-advise staff accordingly (all Commissioners)</li> </ul>	Ongoing	
	Joint Commission meeting	<ul style="list-style-type: none"> <li>• Form a Joint Committee with the Senior commission to explore interest and topics for joint meeting (Beggs/Lee Eng)</li> <li>• Develop agenda topics</li> <li>• Identify date</li> <li>• Hold a joint meeting with the Senior Commission (Beggs/Lee Eng)</li> </ul>	July 2013  September 2013  Winter 2014	In progress
	Community outreach	<ul style="list-style-type: none"> <li>• Attend two Recreation Special Events per year (each Commissioner)</li> <li>• Strive for PARC representation at all events (all Commissioners)</li> <li>• Park Events highlighting neighborhood parks (Tooley/James)</li> </ul>	Ongoing  Late spring/summer 2014	
	Community feedback	<ul style="list-style-type: none"> <li>• Define new mechanisms that would improve the ability of citizens to provide comments and concerns (Beggs/Parmar/Lee Eng)</li> <li>• Utilize Downtown Farmer’s Market non-profit booth for outreach (James/Tooley)</li> <li>• Attend Summer Concert Series and man</li> </ul>	October 2013  July-August 2013  June-August 2013	In progress  In progress  Completed

		information booth; Commissioners sign-up for dates (Baron)		
Quality parks and facilities	Capital Improvement Program	<ul style="list-style-type: none"> <li>Suggestions to City Council on prioritization of the five-year CIP</li> </ul>	April 2013	Completed
	Community Plaza	<ul style="list-style-type: none"> <li>Provide input on the Community Plaza as directed by Council</li> </ul>	CIP Process	Completed
	Hetch Hetchy landscaping	<ul style="list-style-type: none"> <li>Evaluate landscaping condition along the Hetch Hetchy Right of Way and suggest augmentation for refreshing aged/missing plants etc (Tooley/Baron)</li> </ul>	November 2013	
	Redwood Grove developments	<ul style="list-style-type: none"> <li>Respond as directed by City Council to developments in the Redwood Grove Plan</li> <li>Obtain update from Acterra regarding ongoing work at Redwood Grove</li> </ul>	When needed April 2013	Completed
	Comprehensive Drinking Fountain Replacement Project	<ul style="list-style-type: none"> <li>Develop CIP project for replacing all park drinking fountains (Lee Eng/James)</li> </ul>	Spring 2014	
Park plan priorities	Long Term Goal #1	<ul style="list-style-type: none"> <li>Research and write a memo to the City Council outlining plan to achieve (Parmar/Beggs/Lucia) <ul style="list-style-type: none"> <li>Initial outline September 2013</li> <li>First draft November 2013</li> <li>Final draft February 2014</li> </ul> </li> <li>Joint Meeting with the City Council</li> <li>Identify two to three projects to address from the Parks Plan for FY 2013/2014</li> <li>Form subcommittees to work on projects</li> </ul>	February 2013  Jan/Feb 2014  May 2013 May 2013	