



DATE: April 22, 2020

AGENDA ITEM # 5

TO: Parks & Recreation Commission

FROM: Donna Legge, Staff Liaison

SUBJECT: Parks and Recreation Commission Work Plan

RECOMMENDATION:

Review the FY 2019-20 Work Plan and Capital Improvement Projects and recommend a FY 2020-21 Work Plan to be presented to City Council at the Joint Meeting on May 5, 2020

BACKGROUND

Annually, City Council hosts a joint meeting with a group of appointed commissions to be scheduled in separated sessions to review each commission Work Plan, including accomplishments and recommendations for the next year. The Work Plan guides the work of the Commission for the term year.

The scheduled joint meeting is based on the term year of the commission and scheduled reorganization. The Parks and Recreation Commission term year is March to March. The reorganization is held in April and therefore attends a joint meeting with the City Council in May.

At the Special Joint Meeting on May 7, 2019, the City Council approved the proposed FY 2019-20 Work Plan for the PARC (Attachment A).

DISCUSSION

At its regular meeting of August 14, 2019, the PARC updated the FY 2019-20 Work Plan (Attachment B). Staff recommends that the PARC review the revised Work Plan and make further recommendations as the proposed FY 2020-21 Work Plan to be shared with City Council.

The City of Los Altos prepares a five-year Capital Improvement Program and appropriates funds to projects on an annual basis. As part of the FY 2020-21 two-year budget preparations, City Council included proposed projects in the five-year work plan (Attachment C).

Attachments:

- A. Approved FY 2019/2020 Work Plan
- B. Draft Proposed FY 2020/21 Work Plan
- C. Recommended CIP 20-24