

## **RECOMMENDATION**

Monthly approval of the changing Parks and Recreation Commission Work Plan for the Period December 2022 through June 2023 and setting its meeting schedule on the first Wednesday of each month at 5:30 p.m. (with the exception of January's meeting cancellation).

## **WORK PLAN CONTENTS**

**DRAFT**  
**City of San José Parks and Recreation Commission**  
**(PRC) Work Plan**  
**December 2022- June 2023**

### **December 7, 2022**

**1. Capital Budget Update/ Measure P Audit Results / Park Trust Fund Report**

**Purpose:** Provide a Capital Improvement Program (CIP) Report on developer related revenue fee collection and its use, as it is paired with other resources in its implementation.

***Connection:*** *Capital Development*

**2. Park Ranger Program Annual Report**

**Purpose:** Provide an annual report on the Park Ranger Program for Fiscal Year 2021-2022, as well as a 2022-2023 work plan.

***Connection:*** *Park Maintenance / Environmental Challenges, Protecting Existing Parkland, Retention and Volunteers*

### **January 2023 – Meeting Cancelled**

### **February 1, 2023**

**1. City-Wide Sustainable Park Maintenance Status Report.**

**Purpose:** Provide a status report on citywide sustainable park maintenance, including current service levels and areas of improvement.

***Connection:*** *Park Maintenance / Environmental Challenges, Retention and Volunteers, Homelessness*

**2. Community Impact Annual Report**

**Purpose:** Provide an annual report on Parks, Recreation and Neighborhood Services Community Impact, including the transition of programming from cost recovery to equitable access, for 2021-2022.

***Connection:*** *Families and Youth, Capital Development, Park Maintenance /Environmental Challenges, Protecting Existing Parkland, Retention and Volunteers, Families and Youth, Homelessness*

### **March 1, 2023**

1. **Mayor's Gang Prevention Task Force 2025 Strategic Plan Update**  
**Purpose:** Provide an update on the goals and outcomes of the 2025 MGPTF strategic plan.  
***Connection:*** *Families and Youth*
2. **Family Camp Status Report**  
**Purpose:** Provide a status report on Family Camp in advance of the 2023 Season.  
***Connection:*** *Families and Youth*
3. **Fee Study Report- First Draft**  
**Purpose:** Provide status report of the Developer Impact Fee that developers are required to pay for any new development in San Jose.  
***Connection:*** *Capital Development, Protecting Existing Parkland*
4. **Definition of Chartered Parkland**  
**Purpose:** Provide staff's working definition of chartered parkland and proposed process to retroactively declare all Department properties that meet the definition as Chartered Parks and receive Commission feedback.  
***Connection:*** *Capital Development, Protecting Existing Parkland*

### **April 5, 2023**

1. **PRNS Volunteer Management Programs Annual Report**  
**Purpose:** Provide an annual report on PRNS volunteer management programs, accomplishments, and improvement initiatives.  
***Connection:*** *Retention and Volunteers*
2. **Age-Friendly City Initiative Update**  
**Purpose:** Provide Status report on 2021-2022 Senior Services and Age friendly initiative.  
***Connection:*** *Families and Youth*
3. **Fee Study Report- Final Comments**  
**Purpose:** Provide status report of the Developer Impact Fee that developers are required to pay for any new development in San Jose.  
***Connection:*** *Capital development, Protecting Existing Parkland*

### **May 3, 2023**

1. **2023 Summer Program Status Report**  
**Purpose:** Provide status report on 2023 Summer program, including activities, and special events planned for Summer 2023.  
***Connection:*** *Families and Youth*
2. **Police Activities League (PAL) Status Report**  
**Purpose:** Provide a status report on the Police Activities League (PAL) partnership, programs, and services.  
***Connection:*** *Families and Youth*

**3. Budget Update- 2023-2024**

**Purpose:** Provide a review of the budget development process, as well as a status update of the Department's operating budget.

**Connection:** *All*

**June 7, 2023**

**1. City Initiatives Roadmap: American Rescue Plan (ARP) Spending Plan on Child Care Status Report**

**Purpose:** Provide status report on ARP including programs, activities, and initiatives as part of the approved City initiatives Road Map for 2022-2023.

**Connection:** *Families and Youth*

**2. Public Life in San Jose Annual Report**

**Purpose:** Provide an annual report on public life in San Jose, including Citywide efforts to activate and improve San Jose's public life.

**Connection:** *Placemaking, Families and Youth*

**3. Parks Destinations, Events, and Sports (DES) Update**

**Purpose:** Provide a status update for the Parks Destinations, Events and Sports programs and facilities.

**Connection:** *Families and Youth, Park Maintenance / Environmental Challenges*

**Mandatory Items to be Added as Needed**

1. Budget Updates
2. Capital Development Projects
3. Legislative Updates
4. Park Master Plans
5. Park Naming
6. PRNS Operational Plans
7. PRNS Policy Items
8. Turnkey Parks

**Items To Be Determined**

1. ActivateSJ Annual Report (Fall Council) – TBD
2. Bassett and North San Pedro Streets Park Naming – TBD
3. Comm. Hill Hillsdale Staircase Master Plan & Park Naming – TBD
4. Parks Funding Initiative Status Verbal Report – TBD
5. Spartan Keyes Park Naming – *Capital Development-* TBD

Equity lens covering all items  
And strengthening internal and external  
communication in all aspects

<p>District 1 (1) Improving park maintenance - park deficient areas (2) Improving comms with parks dept and constituents around - 2 new parks online - consistent comms so people know what's happening. Very hard what's going on - Winchester Orchard. Already being built out - once it goes to community process, no back and forth with something that might work (3) Working with parks dept - secure funding with grant opportunities in parks in the area - master plan phased out and not completed - how to complete those plans - need of free flow of communications</p>	<p>District 2 (1) Equity in sports-field usage. (2) Park Maintenance (3) Park fee ordinance study</p>	<p>District 3 (1) St. James Parks - improvements in that area (2) Light tower project (Urban Confluence) - location change (3) BART coming through the area - Arena Green Park and Roosevelt Park etc. (4) William St. Park - flood mitigation impact</p>	<p>District 4 (1) Public outdoor roller-skating ring (Placemaking) (2) Protecting the Flea Market business owners - relocate into a true public market (similar to Tully Night Market) / create a destination (3) North SJ development - access to parkland</p>
<p>District 5 (1) Ensure and prioritize funding for Emma Prusch electrical upgrades - including the barn (2) Continued updates and equity focus on the fee study in residential developments (PIO/PDO) (3) Free canopy - microforests (4) Programming for families and young children - socialization in places where people gather (5) Family Camp at Yosemite - equity in registration and access for everyone - priority for families who may not know about it / and funding</p>	<p>District 6 (1) Homelessness at parks, particularly Guadalupe trail (2) Strengthen communication between PRNS and Public Works (3) Funding strategy for turf maintenance at all parks (4) Capital projects in this district</p>	<p>District 9 (1) Budget to ensure placemaking events (2) Reduction and elimination for park permit costs for parties - remove barriers (3) Reducing the infrastructure backlog (4) Recruitment and retention of PRNS staff - severely short-handed - seeing it in the condition of parks (5) Improve the ecological services that park can provide for the City - tree canopy / native plants -- (6) A budget to ensure the success of Placemaking events and to secure the retention of valuable staff: Viva Parks, Project Hope, and Viva Calle (7) Recognizing staff for exceptional work and years of service and not just for the diploma/degree held. (8) Park maintenance - sustainability (9) Water consumption; How to do more with less? (10) Maximizing our volunteer corps. (11) Continue with the frequency of volunteer days (12) Increase support for the Adopt-a-Park program</p>	<p><b>TOP ITEMS</b></p> <ul style="list-style-type: none"> <li>• Capital developments</li> <li>• Protecting existing parklands</li> <li>• Placemaking</li> <li>• Park Maintenance / Environmental Challenges</li> <li>• Homelessness</li> <li>• Retention &amp; Volunteers</li> </ul> <p>Citywide Commissioner (1) Monitoring of adult sport leagues - management of sport field reservations - mitigate drinking and fighting at parks (2) Columbus Park - smooth transition for the houseless community (3) Safe events at parks with the community and houseless community</p>

