



MEMORANDUM

Community Services Department

DATE: June 10, 2020

TO: Parks and Recreation Commission

FROM: John R. Marchant, Community Services Director

SUBJECT: Fiscal Year 2020-21 Parks and Recreation Commission and Urban Forestry Board Work Plan

RECOMMENDATION

Review and approve the Fiscal Year 2020-21 Parks and Recreation and Urban Forestry Board Work Plan to be forwarded to the City Council for approval (Attachment 1 to the memorandum).

BACKGROUND

City Council Policy A-23, "Work Item Referral Process for Council Advisory Bodies and Councilmember Committees," requires the Parks and Recreation Commission (Commission) and Urban Forestry Board to prepare an annual work plan and submit it to the City Council for review and approval. This report includes the draft work plan for the Fiscal Year 2020-21.

ANALYSIS

The Commission's work plan is comprised of two types of work items: recurring items and one-time items that are specific to the fiscal year. The only change to the recurring items from the current fiscal year's work plan is the addition of a COVID-19 update, which will be provided to the Commission on an as-needed basis.

Staff recommends the Commission roll over one one-time item from the current fiscal year's work plan, 400 San Antonio Design Review and Naming. This item was not addressed in Fiscal Year 2019-20 because the contractor building the adjacent development is utilizing the site as a construction storage yard. The City needs the site clear in order to prepare a base plan and develop conceptual plans for the new park. The construction was delayed due to COVID-19 shelter-in-place orders, causing the item to be pushed to the Fiscal Year 2020-21 Work Plan.

In addition to the recurring and rollover items, staff recommends placing 10 one-time items on the work plan for Fiscal Year 2020-21. Five items are part of projects that are on the Council Goals Work Plan for Fiscal Years 2019-21:

- Park Land Ordinance Review;
- Community Tree Master Plan—Five-Year Update Review and Next Steps;
- Community Tree Master Plan—Approval;
- Shoreline Habitat Management Plan—Introduction; and
- Shoreline Habitat Management Plan—Review and Approval.

Three of the other one-time items are Capital Improvement Projects that are scheduled for next year in the five-year CIP plan:

- Rengstorff Park Maintenance Building and Tennis Restroom Design;
- Sylvan Park Trellis; and
- Sylvan Park Sand Volleyball Courts.

The one-time item, Shoreline Play Structure (Scow), is recommended for the work plan because it is a CIP project that was funded in a previous year but was delayed due to staff retirements and additional workload while positions were being backfilled and hired. Lastly, the Rengstorff Aquatics Center will be coming back for the Commission to review and provide input on the next phase of design.

NEXT STEPS

The Commission's proposed work plan will be presented to the City Council in September 2020.

PUBLIC NOTICING – Agenda posting.

JRM/AF/6/CSD
224-06-10-20M

- Attachments:
1. Fiscal Year 2020-21 Draft Work Plan
 2. Council Policy A-23—Work Item Referral Process for Council Advisory Bodies and Councilmember Committees