

**PARKS AND RECREATION COMMISSION AND URBAN FORESTRY BOARD WORK PLAN**  
**Fiscal Year 2023-24**

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<b>Ongoing Work Items</b>			
A. Provide Input on CSD Operations Budget Requests		December 2023	
B. Parks Projects and Park Land Fund Midyear Update		December 2023	
C. Real Estate Activity Update		December 2023	
D. Approve 2024 Meeting Schedule		December 2023	
E. Election of Officers		January 2024	
F. Acknowledge Cuesta Tennis Center Operator Annual Report		February 2024	
G. Acknowledge Friends of Deer Hollow Farm Annual Report		February 2024	
H. Acknowledge Friends of R-House Annual Report		February 2024	
I. Acknowledge Friends of Stevens Creek Trail Annual Report		February 2024	
J. Review and Provide Input on Parks In-Lieu Fees Recommendations		May 2024	
K. Annual Canopy Presentation		June 2024	
L. Review/Provide Input on Annual Work Plan		June 2024	
M. Review Heritage Tree Appeals		As needed	
N. Recognize Youth Sports Organizations		As needed	
O. Naming of Parks		As needed	

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P. Review and Provide Input on Public Works Department Capital Projects Related to Parks and Trails		As needed	
<b>Fiscal Year 2023-24 Work Items</b>			
1. CSD Master Plans—Staff Updates		Monthly	
2. Parks and Recreation Strategic Plan—Consultant Presentation		June 2023  October 2023 December 2023 March 2024	Contract for project consultant is currently being finalized. Once the consultant develops an approved work plan, these dates may be updated.
3. Pickleball Pilot Program Review/Update	Review outcomes of the six month pilot program, including feedback received and staff observations	September 2023	
4. High School Football Monument Donation		September 2023	
5. Community Gardens Update		October 2023	
6. Grant Road and Sleeper Avenue Intersection Improvements (Placeholder)	Present CIP project, related tree removals and consider proposed mitigations	October 2023	
7. Biodiversity Strategy and Urban Forest Plan—Consultant Presentation		October/ November 2023	
8. North Cove Landscape Design		December 2023	
9. Dedicated Pickleball Court Feasibility Study Report	Hire a consultant to review possible locations for dedicated pickleball courts and complete the schematic design	January 2024	

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10. Sailing Lake Bistro Update		May 2024	