Parks, Recreation and Cultural Resources Commission
Work Plan FY 2019-2020

Work Plan Goals:
Advise City Council on recreation, park, and historic preservation activities; review and recommend planning and development of new and existing parks and recreation facilities; recommend protecting and enhancing special aspects of the City's heritage

Topic/Advisory Area		Tasks		Required Resources	Deadline
Park Name History Project Phase I		1. Establish Subcommittee		Commission, Staff, Grants	Mar-20
		2. Research Park Names & Develop Bio		Historical Society	
		3. Create online webpage (Comm & Dept.)			
		Potential Phase II - (next FY)			
		4. Cost out physical park markers			
		5. Seek Grants/Identify Funding			
		6. Seek CC approval			
		7. Marker Development & Installation			
Park and Recreation Master Plan		1. Hear Updates and/or Receive presentation on Park and Recreation Master Plan		Commission, Staff	
Annual Park/Facility Tour		1. Determine theme for tour		Commission , Staff	Annually - June
		2. Confirm location(s)			
		3. Conduct Tour			
Quarterly Reports		1. Receive Quarterly Reports from Recreation		Staff	Quarterly
		Staff on: Community Garden, Program areas			
		Allocations, Recreation, Trends, CIP, Special			
		Events			
Review Historic Site List		1. Review Plan and make updates to goals,		Commission, Staff,	May-20
		themes, priorities		County, Historical Society	
		2. Create online component			
		3. Work with Historical Society on Annual Tour			

Bicycle & Pedestrian Trails	1. Receive presentation on Bicycle and Pedestrian Trails Master Plan		Commission, Staff	Ongoing/Per project
	2. Review Family Bike Day Mini Event			
	3. Review City Trail system updates			
	4. Bike to Work Day			
Ongoing Review	1. Private Development Projects including open space		Commission, Staff	Ongoing/Per project
	2. Make reccommendation on Annual CIP Park Improvement Projects & Priorities			
Sister Cities Program (Cultural Benefit)	1. Review and make recommendation on new Sister Cities Cultural and Community Benefit process		Commission, Community Partners, Staff	Ongoing/Per relationships
	2. Establish list of existing international "sister" relationships			
	3. Conduct outreach to existing organizations with international "sister" relationships			
	3. Recommend new/renew Friendship and/or Sister City relationships			