

Baylands Tide Gate Workplan

PARKS AND RECREATION COMMISSION (PRC)
Baylands Tide Gate¹
Commissioners Reckdahl and Greenfield

Approved Projects, Priorities, and Goals	Name of Project, Priority or Goal	Benefit, if Completed	Mandate by State or Local law and approved by City Council? Y/N	Policy Update as Directed by the City Council Y/N	Timeline for Completion	Resources needed, i.e. staff support, subcommittee established, etc.	Measure of Success
	Liaise with Valley Water and review their Palo Alto Flood Basin Tide Gate Replacement Project plans. (4 year construction project)	Minimize public impact during construction (e.g. closure of Adobe Creek Loop Trail); improve public awareness of the project; minimize	Yes, Mandated by Valley Water	No	End of Calendar Year 2021	Staff support, Ad Hoc committee	Plans for Adobe Creek Loop Trail closure reduced from original project estimate; Park Improvement Ordinance (PIO) supported by PRC; public

¹ This workplan item is consistent with Goal 6 of the Parks, Trails, Natural Open Space, & Recreation Master Plan. For details, see endnotes.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

		habitat & wildlife impacts; provide a voice and forum for local concerns during the planning process					input during PIO approval process
Prioritize projects, priorities and goals	Name of Project, Priority or Goal	Priority 1: Urgent (within six months)	Priority 2: High (within the year)	Priority 3: Medium (within 2 years)	Priority 4: Low (beyond 2 years)		
	Baylands Tide Gate Replacement	x					

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Dog Parks and Restrooms Workplan

**PARKS AND RECREATION COMMISSION (PRC)
Dog Parks and Restrooms²
Commissioners Cribbs and Brown**

Approved Projects, Priorities, and Goals	Name of Project, Priority or Goal	Benefit, if Completed	Mandate by State or Local law and approved by City Council? Y/N	Policy Update as Directed by the City Council Y/N	Timeline for Completion	Resources needed, i.e. staff support, subcommittee established, etc.	Measure of Success
	Ramos Park Restroom	Fulfillment of Parks Master Plan item Increased restroom access at parks	N	N	Fiscal Year 2022	Funding Staff support	Completion of restroom construction
	Dog Park Improvements	Increased utilization and/or access to dog parks	N	N	Fiscal Year 2022	\$150,000 as designated through Capital Improvement Project (CIP) funding	Public feedback on improvements

² This workplan item is consistent with Policies 2.D and 2.E of the Parks, Trails, Natural Open Space, & Recreation Master Plan. For details, see endnotes.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

	Off-leash dog park pilot program	Increased availability for off-leash dogs	N	N	Fiscal Year 2022– pilot program	Additional funding Staff support Community support	Public feedback on pilot program
	Public Education on Dog Park Practices	Reduce operation and maintenance costs through public education campaign	N	N	Fiscal Year 2022 (ongoing)	Minimal funding for collateral Information from staff on what costs are greatest Support from community Word of mouth	Decreased costs for operations and maintenance
Prioritize projects, priorities and goals	Name of Project, Priority or Goal	Priority 1: Urgent (within six months)	Priority 2: High (within the year)	Priority 3: Medium (within 2 years)	Priority 4: Low (beyond 2 years)		
	Ramos Park Bathroom		X				
	Dog Park Improvements			X			
	Off-leash Dog Park Pilot Program		X				

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

	Public Education on Dog Park Practices		X				
--	--	--	----------	--	--	--	--

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Fund Development Workplan

**PARKS AND RECREATION COMMISSION (PRC)
Fund Development³
Commissioners Cribbs, Brown, and LaMere**

Approved Projects, Priorities, and Goals	Name of Project, Priority or Goal	Benefit, if Completed	Mandate by State or Local law and approved by City Council? Y/N	Policy Update as Directed by the City Council Y/N	Timeline for Completion	Resources needed, i.e. staff support, subcommittee established, etc.	Measure of Success
	Support for Community Services Department (CSD) Events	Community events will continue	N	N – but could be necessary	Fiscal Year 2022	Staff support Funding from Palo Alto Recreation Foundation	Number of events supported
	Palo Alto Recreation Foundation (PARF) and Friends of Parks (FOP) Fundraising & Relationships	PRC work with nonprofits to support CSD	N	N	Fiscal Year 2022	PRC liaison Minimal staff support Community Support	Communication and on-going partnership

³ This workplan item is consistent with Policy 5G and Programs 5.G.1, 5.G.2, 5.G.3, and 5.G.4 of the Parks, Trails, Natural Open Space, & Recreation Master Plan. For details, see endnotes.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

	Public Donations and Sponsorship Guidelines	Need for Clear guidelines about providing funding to CSD projects – program and Capital Improvement Project	N	N	Fiscal Year 2022	Staff Support Existing City Policies	Guidelines Published
	Review gaps in Capital Improvement Project (CIP) planning	Opportunity for community to contribute	N	N	FY 2022 (On going)	Staff Support Public Education & Communication	PRC review of CIP priorities
Prioritize projects, priorities and goals	Name of Project, Priority or Goal	Priority 1: Urgent (within six months)	Priority 2: High (within the year)	Priority 3: Medium (within 2 years)	Priority 4: Low (beyond 2 years)		
	Support for Community Service Events	X					
	PARF and FOP Fundraising & Relationships		X				

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

	Public Donations and Sponsorship guidelines		X				

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

New Recreation Opportunities Workplan

PARKS AND RECREATION COMMISSION
New Recreation Opportunities⁴
Commissioners Cribbs, Reckdahl, and LaMere

Approved Projects, Priorities, and Goals	Name of Project, Priority or Goal	Benefit, if Completed	Mandate by State or Local law and approved by City Council? Y/N	Policy Update as Directed by the City Council Y/N	Timeline for Completion	Resources needed, i.e. staff support, subcommittee established, etc.	Measure of Success
	Investigate development possibility of a City Gym	City does not have a gym	N	N	Calendar Years 2021 - 2023	Limited staff Support Citizens Advisory Committee Established Private Funding	Further community discussions
	Baylands 10.5 Acres assessment and investigation of possible development projects and	Needed playing fields, enhanced athletic complex	N	N	Calendar Year 2021 Planning	Limited staff support Private funding	Further community discussions

⁴ This workplan item is consistent with Goal 5, Policies 5.D, 5.D.1, 5.D.2, and 5.D.3, and Program 5.F.1 of the Parks, Trails, Natural Open Space, & Recreation Master Plan. For details, see endnotes.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

potential timelines						
Skate Park	Venue for skateboarders	N	Y	Calendar Year 2021 Planning Calendar Year 2022 Completion	City Staff- Private funding Public Works and Community Services Departments Community Advisory Group Privately funded	Further community discussions and a recommendation forwarded to City Council
Golf – First Tee Silicon Valley (FTSV) Partnership	Expanded Golf opportunities for Youth Improvement to facility	N	N	Calendar Year 2021 Planning Calendar Years 2022 – 2023 Completion	Limited staff time including golf course vendor Funded by First Tee of Silicon Valley	Golf course improvements More youth involved in benefits from golf
Shared Facilities between City of Palo Alto (CPA) and Palo Alto Unified School District (PAUSD)	More facilities for community	N	N	Calendar Year 2021	CPA/PAUSD leadership discussion Create policy for shared facilities	Increased community access to school district recreational facilities

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

	Survey of facilities and sports organizations in CPA to assess ethnic and gender opportunities						Report on completed survey
Prioritize projects, priorities and goals	Name of Project, Priority or Goal	Priority 1: Urgent (within six months)	Priority 2: High (within the year)	Priority 3: Medium (within 2 years)	Priority 4: Low (beyond 2 years)		
	City Gym	X					
	10.5 Acres / recreation land from golf course project	X					
	Build new Skatepark	X					
	Golf – First Tee Silicon Valley Partnership		X				
	Shared facilities between CPA and PAUSD	X					
	Survey of facilities and sports organizations in		X				

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

	CPA to assess ethnic and gender opportunities						

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Foothills Nature Preserve Workplan

PARKS AND RECREATION COMMISSION
Foothills Nature Preserve⁵
Commissioners Greenfield, Moss, and Olson

Approved Projects, Priorities, and Goals	Name of Project, Priority or Goal	Benefit, if Completed	Mandate by State or Local law and approved by City Council? Y/N	Policy Update as Directed by the City Council Y/N	Timeline for Completion	Resources needed, i.e. staff support, subcommittee established, etc.	Measure of Success
	Foothills Nature Preserve Stewardship and Policy review and recommendations: Fees, waivers, capacity limits, group and commercial use, etc.	Habitat & wildlife preservation, manage increased visitation demands	N	Y	Calendar Year 2021	Staff support, Ad Hoc committee, community partnerships	Recommendations to City Council to manage increased visitation demands with minimal impact to habitat & wildlife

⁵ This workplan item is consistent with Goal 4, Policies 4.A and 6.D of the Parks, Trails, Natural Open Space, & Recreation Master Plan. For details, see endnotes.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Prioritize projects, priorities and goals	Name of Project, Priority or Goal	Priority 1: Urgent (within six months)	Priority 2: High (within the year)	Priority 3: Medium (within 2 years)	Priority 4: Low (beyond 2 years)		
	Foothills Nature Preserve Stewardship and Policy	X					

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

CIP Review Workplan

**PARKS AND RECREATION COMMISSION (PRC)
Capital Improvement Projects Review⁶
Commissioners Moss, Brown, and LaMere**

Approved Projects, Priorities, and Goals	Name of Project, Priority or Goal	Benefit, if Completed	Mandate by State or Local law and approved by City Council? Y/N	Policy Update as Directed by the City Council Y/N	Timeline for Completion	Resources needed, i.e. staff support, subcommittee established, etc.	Measure of Success
	Identify potential supplemental funding opportunities Fiscal Year 2022-2026 Capital Improvement Projects (CIP)	Ability to identify fundraising opportunities	N	N	October 2021	PRC supports staff	List of gaps to PRC.
	CIP Review by PRC for Fiscal Year 2023-2027 Capital Plan for Parks, Open Space, and Golf projects.	Provide PRC feedback to Staff and City Council on the priority and focus of	N	N	Finance Committee Budget Hearings	PRC supports staff	CIP Capital Plan for Parks, Open Space, and Golf projects discussed,

⁶ This workplan item is consistent with Goals 1 and 2, Policies 2.A, 2.A.2, and 2.A.4 of the Parks, Trails, Natural Open Space, & Recreation Master Plan. For details, see endnotes.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

		proposed CIP projects			For FY 2023-2027 CIP Budget cycle.		reviewed, and prioritized for Staff.
Prioritize projects, priorities and goals	Name of Project, Priority or Goal	Priority 1: Urgent (within six months)	Priority 2: High (within the year)	Priority 3: Medium (within 2 years)	Priority 4: Low (beyond 2 years)		
	CIP Review by PRC for Fiscal Year 2023-2027 Capital Plan						

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Racquet Court Policy Workplan

PARKS AND RECREATION COMMISSION (PRC)
Racquet Court Policy⁷
Commissioners Olson and Reckdahl

Approved Projects, Priorities, and Goals	Name of Project, Priority or Goal	Benefit, if Completed	Mandate by State or Local law and approved by City Council? Y/N	Policy Update as Directed by the City Council Y/N	Timeline for Completion	Resources needed, i.e. staff support, subcommittee established, etc.	Measure of Success
	Review tennis and pickleball court use rules and policies.	Work with staff and tennis/pickleball community to address issues and improve policy and adopt rules pertaining to pickleball	N	N	Calendar Year 2021	Staff support, Ad Hoc committee	Forwarding a recommendation to Staff or City Council on rules and policy changes. High court usage and satisfied court users while limiting the amount of time required of staff.

⁷ This workplan item is consistent with Policy 1.F and Programs 1.F.1 and 1.F.2 of the Parks, Trails, Natural Open Space, & Recreation Master Plan. For details, see endnotes.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Prioritize projects, priorities and goals	Name of Project, Priority or Goal	Priority 1: Urgent (within six months)	Priority 2: High (within the year)	Priority 3: Medium (within 2 years)	Priority 4: Low (beyond 2 years)		
	Review tennis and pickleball court use rules and policies.		X				

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Endnotes:

Baylands Tide Gate workplan:

Goal 6: Manage Palo Alto's land and services effectively, efficiently and sustainably utilizing quantitative and qualitative measures.

Dog Parks and Restrooms workplan:

Policy 2.D Actively pursue adding dedicated, fenced dog parks in multiple neighborhoods, equitably distributed between north and south Palo Alto. The size of the dog parks will vary but should strive to be at least 1/4 acres. Dog parks should not be placed in open space preserves.

Policy 2.E The City will actively pursue adding park restrooms in parks that are approximately 2 acres or larger, have amenities that encourage visitors to stay in the park, have a high level of use and have no nearby restrooms.

Fund Development workplan:

Policy 5.G Pursue other/private funding sources for recreation programming, capital improvement projects and facility maintenance.

Program 5.G.1 Encourage foundations to assist with soliciting sponsorships and grants.

Program 5.G.2 Create a more formalized annual or one-time sponsorship program that provides the donor with marketing and promotional opportunities.

Program 5.G.3 Contract or add job responsibilities for managing fundraising and developing donors for the park system to pursue funding opportunities and sponsorships.

Program 5.G.4 Engage non-profit friends groups to seek donor funding, including foundation grants, corporate giving and small and major philanthropic gifts by individuals, for priority projects and programs.

New Recreation Opportunities workplan:

Goal 5: Develop innovative programs, services and strategies for expanding the park and recreation system.

Policy 5.D Explore alternative uses for newly acquired parkland to optimize for long-term community benefit.

Program 5.D.1 Determine optimal usage for Foothill Park's 7.7 acres of parkland.

Program 5.D.2 Evaluate optimal usage, including open space, for 10.5-acre land bank created by golf course reconstruction in the Baylands.

Program 5.D.3 Evaluate feasible uses for the south end of El Camino Park.

Policy 5.F Enhance partnerships and collaborations with Palo Alto Unified School District and Stanford University to support access and joint use of facilities, where appropriate, for effective delivery of services and programs.

Program 5.F.1 Partner with PAUSD to open middle and high school recreation facilities for community use (basketball, badminton, indoor soccer, swimming pools, tennis courts) during the evening, weekend and summer hours.

The PRC will identify emerging issues in the community, prioritize those that need further attention and bring any major initiatives, including those that involve significant staff time to the Council for approval.

Foothills Nature Preserve workplan:

Goal 4: Protect natural habitat and integrate nature, natural ecosystems and ecological principles throughout Palo Alto.

Policy 4.A In natural open space, ensure activities, projects and programs are compatible with the protection of nature.

Policy 6.D Periodically review and update existing guidance for development, operations and maintenance of Palo Alto's parks, trails, natural open space and recreation system based on the best practices in the industry and this Master Plan, including:

- Park Rules and Regulations;
- Open Space Policy & Procedure Handbook;
- City of Palo Alto Landscape Standards;
- City of Palo Alto design guidelines and standards; and
- Tree Technical Manual.

Capital Improvement Projects Review workplan:

Goal 1: Provide high-quality facilities and services that are accessible, affordable, inclusive and distributed equitably across Palo Alto.

Goal 2: Enhance the capacity, quality and variety of uses of the existing system of parks, recreation and open space facilities and services.

Policy 2.A Sustain the community's investment in parks and recreation facilities.

Program 2.A.2 Continue to program and prioritize projects for existing facilities as identified in the Infrastructure Blue Ribbon Commission report, and plan the upkeep of new facilities as they come on line, recognizing their expected lifespan and revising based on real-world experience.

Program 2.A.4 Encourage residents to organize and participate in park maintenance and cleanup events to foster a sense of ownership, establish social connections and reduce maintenance costs.

Racquet Court Policy workplan:

Policy 1.F Maintain a Field and Tennis Court Brokering and Use Policy as well as the Gymnasium Use Policy (as well as any subsequent updates) to guide the allocation of these recreation facilities with a preference for youth and Palo Alto residents.

Program 1.F.1 Periodically review the existing Field and Tennis Court Brokering and Use Policy and Gymnasium Policy and update as needed.

Program 1.F.2 Develop an annual field usage statistics report, including the number of prime timeslots that were unused due to field condition/resting and the number of requests for field space that were unfilled due to lack of capacity.