

County of Santa Clara  
Parks and Recreation Department



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**DATE:** December 7, 2016

**TO:** Parks and Recreation Commission

**FROM:** Robb Courtney, Director of Parks and Recreation Department

**SUBJECT:** Strategic Plan - Process Update

**RECOMMENDED ACTION**

Receive report from Parks and Recreation Department relating to Strategic Plan. (Don Rocha/Annie Thomson)

**Strategic Plan Update:**

The Parks and Recreation Department is currently underway on a comprehensive update of the system-wide long-range vision document the *Strategic Plan for the Santa Clara County Parks and Recreation System* ("Strategic Plan"). The original Strategic Plan was approved by the Board of Supervisors on August 5, 2003. A consultant team consisting of the professional planning and design firm PlaceWorks, and their sub-consultants 2M Associates and Land Economic Consultants (LEC), are assisting the Department in this effort.

Phases one and two of the development of the 2017 Strategic Plan Update are currently underway. Phase one includes exploration of the Department's existing CIP Process and lists, and involves researching and analyzing its associated ranking/priority setting criteria. This Phase will result in a draft recommended priority-setting criteria. Phase two of the Strategic Plan development has two focus areas: one centered on revisiting the Department's long-range vision, by examining existing planning documents and soliciting input both internal and external to the Department, and the other focus will be to perform a comprehensive Needs Assessment that inventories existing facilities and services, examines internal processes and procedures, and solicits public input. Considerable progress has already been made on the Long-Range Vision refinement and the CIP Process and Priority-Setting Criteria. On November 16, 2016, the first Technical Advisory Committee (TAC) meeting regarding the Strategic Plan was held and centered on both of these topics. The Needs Assessment has not yet begun and is expected to take place in early 2017. Later phases of the plan development will begin around May 2017.

**ATTACHMENTS:**

- Strategic Plan CIP Process Update (PDF)