



CITY OF MARTINEZ

PARKS, RECREATION, MARINA & CULTURAL
COMMISSION

DATE: November 10, 2010
TO: Parks, Recreation, Marina & Cultural Commission
FROM: Mitch Austin, Recreation Manager
SUBJECT: PRMCC Agenda Plan 2011

RECOMMENDATION

Discuss the attached draft 2011 Agenda Plan for review and revision.

BACKGROUND

The agenda plan serves as a tool to plan out agenda items and ensure that standing items and yearly items are addressed. It also serves as a holding place for future items to be listed and placed once they can be addressed.

Attached is a draft a Agenda Plan for 2011. Items that have been parked on the 2010 Agenda Plan have been incorporated in the schedule for the upcoming year. Not all months are planned with items to allow time for items that arise throughout the year to be placed on the agenda provided there is sufficient staff time to address the subject.

The Agenda Plan is a working document and will evolve over the year. It is reviewed at each PRMCC meeting and items are added and subtracted as needed. Tonight's review is in preparation for the upcoming year. After discussion and review and revised version will be brought to the December PRMCC.

**Parks, Recreation, Marina, Cultural Commission
2011 Agenda Plan**

DRAFT

January

- Measure H/ Subcommittee Updates
- Aquatic Schedule
- Amphitheater Use Summary
- City Grant Program Review Groups/Activities
- Fishing Pier Path Condition/Shell Money

January Retreat

- Measure H Project Review
- Communications Internal/External
- PRMCC Bylaw Review

February

- Measure H/ Subcommittee Updates
- Use of Subcommittees
- Bocce Shade Structures
- Morello Childcare
- Marina Master Plan Review

March

- Measure H/ Subcommittee Updates
- Park Maintenance Overview/Goals

March (Joint Meeting CC)

- Costs Associated with Special Events

April

- Measure H/ Subcommittee Updates
- Creation of Dog Park/Area

May

- Summer Preview
- Measure H Updates
- Park Master Plan Review

June

- Review Expiring Agreements & Leases
- Measure H/ Subcommittee Updates
- July is Recreation and Parks Month

July

- Measure H/ Subcommittee Updates

August

- Measure H/ Subcommittee Updates

September

- Marina Operations Update Annual Report
- Measure H/ Subcommittee Updates

October

- Select Chair/Vice Chair for 2011
- Retreat Agenda
- Measure H/ Subcommittee Updates

November

- Measure H/ Subcommittee Updates
- Review Agenda Plan for 2011
- Proposed Fee Changes

December

- Set Agenda Plan for 2011
- Review of Subcommittees Appointments
- Measure H/ Subcommittee Updates

Unscheduled Agenda Items

- ~~Amphitheater Use Summary~~
- ~~Creation of Dog Park/Area~~
- Additional Measure H Projects
- ~~Park Master Plan Review~~
- ~~Costs Associated with Special Events~~
- ~~Marina Master Plan Review~~
- ~~Aquatic Schedule~~
- ~~Park Maintenance Overview/Goals~~
- ~~City Grant Program Review Groups/Activities~~
- ~~Fishing Pier Path Condition/Shell Money~~