

## MEMORANDUM

To: Mayor Keefer and members of the City Council  
cc: Brandon Hammond, City Manager  
From: Carla McLane, Planning Official  
Date: January 6, 2026  
RE: Parks Master Plan Update

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The action before the City Council is the adoption of a Parks Master Plan (PMP), the first for the City, completed as a joint process with the Boardman Park and Recreation District. The collaboration was initiated when the City identified a need to have a parks master plan to support development of a system development charge for parks and the District's previous park plan had expired. In the fall of 2024, the City and the District jointly kicked off the Parks Master Plan process after the appointment of a Public Advisory Committee (PAC). Over the past 14 months five PAC meetings were held; several outreach activities occurred that included two open houses, a community survey, and several targeted focus group activities; and the Planning Commission held a public hearing on November 20, 2025, to consider the PMP and are recommending the City Council "do adopt" the PMP. The Planning Commission Findings of Fact are included as a part of the packet and address the substantive criteria for the adoption of the PMP, both to guide future park planning, development and management along with support for potential amendments to the City's Comprehensive Plan and Development Code.

The PMP has been written to assist both the City and the District to manage current park and recreation assets, address recent and continuing population growth, identify how transient workers impact park and recreation utilization, and provide information on investments that have been identified through a robust public involvement process. City staff can use the PMP as a road map for management of current park assets, development or redevelopment of parks, establish a vision with supporting goals and objectives, consider amendments to the City's Comprehensive Plan related to Goal 8 Recreation and support Development Code provisions related to park and trail dedication, and identify additional park and trail planning opportunities.

There is a lot of information in the PMP and even more when you consider the appendices. It is designed to be a 10-year plan that will need to be reconsidered in 2035. We will know that the PMP has been a success if the City has maintained parkland at a target of 15 acres per 1,000 residents, that there are no areas of the City that are underserved by City parks, that trail mileage has increased to more than 5 miles, and that all of the City's parks are accessible as defined by the American's with Disabilities Act. Having read the PMP through several versions I can confidently share that it is thorough, thoughtful, and forward thinking and will serve the City of Boardman well for the next 10 years.

Please reach out if you have any questions.