



PARKS & RECREATION COMMISSION MEETING

AGENDA SECTION	NEW BUSINESS
MEETING DATE	MAY 27TH, 2026

ITEM:	Parks System Master Plan Community Engagement		
<i>Presenting Item:</i> John W. Stutzman, Parks and Recreation Director			
DEPARTMENT:	Park and Recreation	BY/DATE:	John W. Stutzman/ May 21st, 2026
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input checked="" type="checkbox"/> Community that Grows with Purpose and Equity		<input checked="" type="checkbox"/> Engaged, Effective and Forward-Thinking	
<input checked="" type="checkbox"/> High Quality Public Spaces		<input type="checkbox"/> Resilient and Prosperous Economy	
<input type="checkbox"/> Safe, Accessible and Built for Everyone		<input type="checkbox"/> Inclusive and Connected Community	

BACKGROUND

The City recently began work with MEND Collaborative to develop a comprehensive Parks System Master Plan. The plan will provide a long-term framework for the development, maintenance, and improvement of the City’s parks and recreation system and will include a system-wide assessment, community engagement process, visioning efforts, and an inventory and review of existing parks and facilities.

The project is currently in the early stages focused on data collection, review of existing conditions, and coordination with City staff. Parks and Recreation and Public Works staff are participating in bi-weekly check-in meetings with MEND Collaborative to support ongoing coordination and ensure the project remains aligned with City priorities and operational needs.

The project is currently in the “understand” phase, which includes park assessments, evaluation of existing conditions, and review of previous planning efforts and community feedback. Staff anticipates transitioning into the formal “engage” phase in June 2026.

Community Engagement and Outreach

Public engagement activities are scheduled to begin in June and will include a combination of in-person engagement events, pop-up outreach opportunities throughout the project, and online participation options intended to broaden community involvement and gather feedback from a diverse range of residents. Staff are also seeking Commissioners to volunteer at engagement events throughout the process. Current engagement opportunities being planned include:

- Online engagement scheduled to launch in June
- Community engagement during Jamboree Weekend events, June 26–28
- Pairing with the Booster Wagon at Top Valu in July
- “Imagine-a-Park Day” engagement event anticipated in August or September

Project Coordination and Communication

MEND Collaborative has prepared the attached drafts for public engagement materials and informational flyers to support outreach efforts. These materials are being coordinated with the City's Comprehensive Plan engagement efforts to ensure consistency in messaging, visual design, and communication strategies, while also helping residents distinguish between the two separate planning processes. The draft flyer is currently being updated to include both the Parks System Master Plan and Comprehensive Plan information, so Commissioners will see a slightly different final version. Staff wanted to provide the Commission with today's drafts for awareness. Once engagement officially begins, staff will be requesting Commissioners' assistance in promoting upcoming engagement opportunities within the community.

Future Project Milestones

A draft introductory section of the Parks System Master Plan, which summarizes current park conditions, community needs, and the key reasons the City is undertaking this planning effort, is anticipated to be presented to the Parks and Recreation Commission at the June Commission meeting for preliminary review and comment.

The overall project schedule currently anticipates preparation of a draft Parks System Master Plan for City review toward the end of 2026, with final review and adoption expected in spring 2027.

ATTACHMENT(S)

Draft Public Engagement Materials