



PARKS & RECREATION COMMISSION STAFF REPORT

Item 3A
February 4, 2021
Regular Business

AGENDA ITEM INFORMATION

TITLE:	Parks, Recreation, and Open Space (PROS) Plan	<input checked="" type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Discuss and provide input on the community engagement strategy.	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

STAFF:	Jessi Bon
COUNCIL LIAISON:	Jake Jacobson
EXHIBITS:	<ol style="list-style-type: none">1. Presentation by Steve Duh, Conservation Technix2. Community Survey Summary Results (March 31, 2020)

SUMMARY

The purpose of this agenda item is to continue engagement with the Parks and Recreation Commission on the planning process to update the Parks, Recreation, and Open Space Plan. This presentation will include a brief review of the survey data and a recap of the discussion at the Joint Meeting with the City Council. The discussion portion of the meeting will focus on gathering input to help frame the strategy for the March 23, 2021 Virtual Open House as well as the second community survey. The PowerPoint presentation is included as Exhibit 1.

BACKGROUND

As directed by the City Council in September 2019, the Parks & Recreation Department, in collaboration with the Parks & Recreation Commission, began the process of producing an updated Parks, Recreation and Open Space (PROS) Plan. The previous PROS plan expired at the end of 2019. This is a six-year plan that anticipates the programming and capital projects necessary to meet the community's need for parks, recreation, and open space, as well as trails, arts, and cultural events. Conservation Technix was selected as the consultant to manage the process, including providing a baseline analysis on existing conditions and community needs, conducting a multi-faceted community engagement process, and developing a draft framework for the final PROS Plan.

Work was suspended on the PROS Plan update in April 2020 due to the COVID-19 Pandemic.

At the end of 2020, the staff and consulting team resumed the planning process for the PROS Plan, with an initial focus on assessing the work that was already completed, adjusting the project timeline, and modifying the scope of work to reflect the need for virtual engagement strategies. To date, work that has been completed on the PROS Plan includes a review of existing conditions, one presentation to the Parks & Recreation Commission and the Arts Council, and the completion of a community survey (see Exhibit 2).

On January 19, 2021, the City Council hosted a joint study session with the Parks & Recreation Commission ([AB 5797](#)) to kick-off the re-start of the planning process for the PROS Plan update. During this meeting the City Council and the Parks and Recreation Commission received a presentation ([AB 5797 Presentation](#)) from the Consultant which included an overview of the planning process, highlights of the community survey results (see Exhibit 2), and posed questions to the City Council and the Commission related to desired outcomes for the planning the project.

DISCUSSION

The project team met to debrief the Joint Meeting and concluded that not enough information is available to inform a second community survey. A decision was made to move forward with plans for the first Virtual Open House, which is now scheduled for Tuesday, March 23, 2021 at 6:00 pm. The second community survey will follow the Virtual Open House with plans to release it at the end of March/beginning of April.

The project team is seeking information and feedback from the Parks and Recreation Commission this evening to help frame the community engagement strategy. Given what you learned from the first community survey and in preparation for the next phase of community engagement:

- What areas/topics should we explore further? Dive into a bit more?
- What additional information do you need from the community to start forming a recommendation on the long-term strategy for the PROS Plan?

NEXT STEPS

Following the February 4, 2021 Parks and Recreation Commission meeting, the project team will begin developing the framework for the March 23, 2021 Virtual Open House and the second community survey. The project team will attend the March 4, 2021 Parks and Recreation Commission meeting to review progress and receive additional input on the next phase of the community engagement strategy.

Work is also continuing on the Inventory Assessment (also known the Infrastructure Assessment). Staff are currently reviewing the data collected by the consulting team and this work will continue over the next two months. The Inventory Assessment will be shared with the Parks and Recreation Commission at a meeting in either April or May.

RECOMMENDATION

Receive presentation, discuss, and provide input on the next phase of the PROS Plan community engagement strategy.