



# REQUEST FOR COUNCIL ACTION

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**Title:** Parks System Master Plan Contract

**Preferred Agenda:** March 14, 2023

**Submitted By:** Blair Larsen, Community & Economic Development Director

**Reviewed By:** Kelcey Young, City Manager

**Type of Action:** Resolution \_\_\_\_ Motion X Roll Call \_\_\_\_ Other \_\_\_\_

**Relevant Code/Policy:** N/A

**Towards Council Goal:** Aspiration I: Desirable Community; Aspiration III: Viable and Sustainable Infrastructure

**Attachments:** Parks System Master Plan Contract with Cameron McCarthy Exhibits

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## **Purpose of this RCA:**

The purpose of this RCA is to request approval of a contract for an updated Parks System Master Plan.

## **Background/Context:**

The City last updated its Parks System Master Plan in 2014. Unfortunately, that plan failed to include standards for park amenities or distances residents should be required to travel to get to a park. In addition, the plan did not include a clear plan for acquiring additional park land and does not include the Quarry Property acquired by the City in 2017.

Last year Staff applied and received for a grant from the Oregon Parks and Recreation Department for an updated Parks System Master Plan. Staff issued a Request for Proposals in January. While only one firm responded to the RFP, they, Cameron McCarthy come highly-recommended and have the experience and skills necessary to complete the work within the City's budget.

## **The Challenge/Problem:**

How does the City plan for future parks and park improvements?

## **Stakeholders:**

- Sweet Home Residents – Residents deserve a well-planned parks system that provides open space and opportunities for recreation throughout the City.
- Sweet Home City Council – The City Council is responsible for policy decisions regarding City infrastructure, including Parks.

- Sweet Home City Staff – Staff need clear guidance on desired park improvements that has been vetted by the public so that they can plan future improvements in a cost-effective manner.

### **Issues and Financial Impacts:**

The Oregon Parks and Recreation Department Grant is \$30,000 with a required 40% match of \$20,000 from the City for a total project budget of \$50,000. This funding is included in the current budget.

### **Elements of a Stable Solution:**

A stable solution includes approving a contract for an updated Parks System Master Plan.

### **Options:**

1. Do Nothing – If the Council chooses to do nothing, then no contract for this project would be signed, the Parks System Master Plan would not be updated, and no funding from the Oregon Parks and Recreation Department would be received.
2. Authorize the City Manager to sign the attached Contract with Cameron McCarthy – Once the agreement is fully executed, Cameron McCarthy will begin work on the project.
3. Direct Staff to research other ways to accomplish the same goals.

### **Recommendation:**

Staff recommends option 2: Authorize the City Manager to sign the attached Contract with Cameron McCarthy.