



CITY COUNCIL AGENDA REPORT

MEETING DATE: FEBRUARY 4, 2014

ITEM NUMBER:

SUBJECT: UPDATE TO THE OPEN SPACE MASTER PLAN OF PARKS AND RECREATION

DATE: JANUARY 23, 2014

FROM: PUBLIC SERVICES DEPARTMENT/ENGINEERING DIVISION

PRESENTATION BY: ERNESTO MUNOZ, PUBLIC SERVICES DIRECTOR

FOR FURTHER INFORMATION CONTACT: FARIBA FAZELI, CITY ENGINEER, (714) 754-5335

RECOMMENDATION:

Authorize staff to issue a Request for Proposals (RFP's) to secure consultant services to assist with the update to the Open Space Master Plan of Parks and Recreation (Master Plan).

BACKGROUND:

At the regular Parks and Recreation Commission meeting of November 21, 2013, the Commission directed staff to forward to the City Council a request for authorization to initiate an RFP process to retain a consultant to assist City staff and the Commission with the Master Plan update.

The Master Plan is a guide for the orderly development and management of recreation facilities and programs for the City. The Master Plan was adopted by the City Council in 1996 and an extensive update approved on January 21, 2003. The 2003 Update consisted of an analysis of the community, a needs assessment, facility and program recommendations, and conceptual capital improvement recommendations for individual facilities.

The primary focus of the Master Plan Update in 2003 was to provide a community based description of parks and recreation facilities, identify recreational program needs, and develop a realistic set of recommendations based on the results of the analysis and survey information. The updated plan process included a community workshop and questionnaire, a random telephone survey, and stakeholder interviews which involved Council and Commission members, school district representatives, City staff, and sports organizations. As a result of the analysis of existing facility inventory, a demand analysis and community input, facility and program recommendations were developed consistent with stated goals and policies.

Some of the key strategies proposed included renovation of existing facilities for greater efficiency and usability; continued collaboration and partnering with stakeholders to create a comprehensive community delivery system of recreation and service programs; and the continued coordination with the school district to address service radius and facility deficit issues.

ANALYSIS:

The last Master Plan Update was conducted eleven years ago and was based on 2000 census data. A number of the projects identified in the 2003 Update have been completed, including major projects such as the Volcom Skate Park; the Davis Field Renovations; TeWinkle Park Sports Complex; the TeWinkle Park Lake Renovations; the Upgrade and Programming of Two Utility Fields at Fairview Developmental Center; and the construction of walking and jogging trails at various locations. New data available from the 2010 census report indicate population, demographic and economic changes, which also warrant a new update to the Master Plan.

As with the previous update, the consultant will be tasked with a similar general scope of work (Attachment 1) which includes community outreach; use of the most current statistical data to develop current and future needs analysis; consultation with user groups, stakeholders, partners, elected and appointed officials, and staff; and ultimately produce an updated document that is complete, thorough, and easy to use and implement.

The proposed Master Plan Update will include a sports facility study that will review current outdoor facility locations and resources (including parks, sports fields, open spaces, parking, restrooms, lighting, etc.). The study will also determine future facility requirements as they relate to planned growth within the City, and current trends.

ALTERNATIVES CONSIDERED:

The City Council may deny the request, in which case staff will continue to work with the existing data available from the 2003 Master Plan Update.

FISCAL REVIEW:

Staff estimates the contract cost for a consultant to be \$200,000. Funding for the consultant services will be requested by staff for allocation through the FY 2014-2015 Budget process.

LEGAL REVIEW:

No legal review is required for this item.

CONCLUSION:

The Open Space Master Plan of Parks and Recreation was updated eleven years ago. The Parks and Recreation Commission and City staff rely upon this document as a planning tool to carry out the City's General Plan's Open Space and Recreation element's goals and policies. The Master Plan states that periodic updates of this document should take place at five to seven year intervals. Therefore, staff recommends City Council authorization to issue a Request for Proposals (RFP's) to secure consultant services to assist with the update to the Open Space Master Plan of Parks and Recreation.

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Public Services Director

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ATTACHMENT: 1- [Preliminary Scope of Work](#)

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