



City Council Agenda Item Summary Report

Meeting Date:
February 7, 2022

Submitted by: Kyle Rouvaldt, Parks and Recreation Director

Consent

Public Hearing

Action Item X

Item Title: Discuss and consider authorizing staff to seek proposals through a request for qualifications from qualified firms for professional services to update the Parks and Open Spaces Master Plan.

Item Summary:

Staff requests authorization to release a Request for Qualifications (RFQ) for an update to the Parks and Open Spaces Master Plan. The plan was last updated in 2014 and is outdated in many key areas.

The Parks and Open Spaces Master Plan provides guidance for updates and growth of the current components of the current park system, creates a vision for new facilities, and allows for flexibility to work within departmental funding for the next ten-year period. The Master Plan will include but may not be limited to the following project tasks:

1. Background Information Review
2. Citizen Participation / Public Outreach
3. Youth/Young & Elderly Adult Amenity Study
4. Recreational Demand Study
5. Outdoor Asset Condition Assessment
6. User Fee Study
7. Implementation Strategies
8. Final Report and Completion

The development of the Parks and Open Space plan is a very thorough process. During the process a selected consultant will work under the supervision of staff to gather input from both the Parks and Recreation Board and City Council. The process will include an emphasis on public outreach, with a high usage of social media platforms and several in-person meetings where the public will be encouraged to attend and provide input.

Recommendation:

Staff recommends approval.