

Parks Master Plan Update

Tasks Overview

The update of the Parks Master Plan will include examination of the current plan, new analyses, and at a minimum, consideration of the following concepts:

- Development of the public involvement plan – e.g. design and implement a public participatory process that can be used as a model for future updates of the master plan
- Introduction of general goals and examination of existing conditions
- Dissect survey and utilize values and pertinent data
- Level of service and needs analyses
- Steps to encourage a feeling of pride, ownership, and community
- Visioning – matching resources to actions, recognize current trends and demographics – the changing employee profile – more work at home or from satellite locations
- Look to other studies and recent parks master plans from other communities
- Recognizing that the plan must be flexible over time and deal with change
- Determine how to accommodate growth over a 20 year planning horizon
- Analyze types of parks by location; would additional (even temporary) downtown parks help business?
- Is signage and way finding adequate? Messaging encourages awareness/usage
- Improve format of the master plan so it include objectives, goals, policies, programs, action plans proposed - dependent upon funding resources.
- Capital Improvement Project (CIP) recommendations – are SDC's and other funding adequate for supporting the Plan? Do we need an acquisition matrix?
- Implementation matrix - this includes formulating and legislatively adopting an affirmed and/or renewed set of goals and objectives providing a realistic vision of the Redmond park system over the planning horizon of 20 years and a feasible approach to achieving those goals and objectives. Fiscal increments?
- Incorporate Dry Canyon Plan to the master plan – Presentation by Heather Richards on this issue
- Make sure data will be sent to relevant committees such as Planning Commission, Parks Committee, City Council, etc.
- Begin an “Adopt a Park” clean-up program

Task 1: Site Analysis/Assessment

Deliverables:

1. Base Map and aerial showing topography, parcel boundaries, hydrology, vegetation, tree canopy, and facility locations
2. Existing Conditions Report, including Utilization Assignment/Needs
3. Opportunities and Constraints Report
4. Usage and equity – old versus new parks – how to invest and program CIP funds
5. The role of maintenance and programming of upgrades and priorities – Presentation by Annie McVay
6. Character of neighborhood parks as it relates to local identity, commercial green spaces

Task 2: Community Outreach and Participation

The Community Outreach and Participation phase will begin after the Site Assessment is complete. It includes a variety of input methods designed to maximize participation from the community.

2.1 TAC, CAC, and Stakeholder Database

Build a database of potential stakeholders. This database will be used to notify citizens of key project activities and to encourage their participation. All public project materials will also include an e-mail address that residents can use to send a request to be added to the stakeholder database. The database will be a useful tool for the City at the conclusion of the project to keep interested residents informed about parks activities.

2.2 Project Web Site

A project web site will be developed to provide ongoing information on project purpose, schedule, deliverables, events, and findings. The web site will also offer residents an opportunity to send in their comments and suggestions, so that those who cannot come to the workshops still have a way to stay connected to the project.

2.3 Focus Groups

The first of two focus groups will examine and gather input on existing conditions and input about the past efforts and future visions for the Parks Master Plan. The focus groups will be structured as an informal session.

2.4 Park User Survey Review

Previous survey materials will be examined to determine key information and trend information

2.5: Stakeholder/Focus Group Interviews

Interviews with up to 6 key stakeholders or groups will be conducted to gather more detailed information about their specific needs and ideas for the Parks Master Plan. These may be conducted as phone interviews depending on the timing and participants' availability.

2.6: Community Draft Master Plan Workshop and Charrette

Once a draft master plan has been developed, the second community workshop will be held. At this workshop, the draft plan will be presented with information about recommended projects, costs, and implementation priorities. Participants will be encouraged to provide their comments and suggestions on all aspects of the plan, including recommendations for specific facilities, facility placement, operational strategies, and priorities.

Deliverables:

- TAC, CAC, and Stakeholder database
- Project website and materials to populate the site
- Focus Groups
- Review of Park User Survey and tabulation
- Stakeholder Interviews and summary
- Presentation of Draft Master Plan
- Public Engagement Report summarizing all input and events

Task 3: Master Plan

In this phase, based on needs assessment and community outreach, the existing master plan will be updated. The master plan will provide operational, planning, programming, and facility recommendations. The document will include a graphic representation of proposed site modifications, as well as text describing all recommendations, associated cost estimates, and implementation strategies. The site assessment and public engagement summaries developed in prior phases will be included as appendices to the master plan. An administrative draft version of the document will be provided to City staff, TAC, and CAC for internal review prior to public review. Comments and edits will be incorporated in the document and the draft master plan will be released for public review at least two weeks prior to the first community workshop. Comments from the public and the Parks Commission will be incorporated into the Final Master Plan.

Deliverables:

- Administrative, Draft and Final Master Plan including cost estimates and implementation strategy
- Street Tree Policy, respite area nodes, temp parks, pocket parks, pop-up parks, etc. Explore, City nursery concept
- Enforcement element – police presence, video, dogs, smoking

Task 4: Financial Element

A financial element will be developed based on the recommendations in the Final Parks Master Plan. Define the connection between RAPRD and City Parks. Explore fundraising and examine local, regional, and national partnerships that could be useful in achieving the master plan vision. Grant strategies including sources and partnership will also be provided that reflect the various types of potential projects and community benefits reflected in the master plan, such as community wellness, youth engagement, tree preservation, habitat enhancement, arts and culture, etc. Opportunities for sponsorships, donations, and endowments will also be examined. Strategies to secure

these grant and other resources will be described such as collaborative grant writing and public/private fundraising partnerships.

Deliverable:

- Fundraising Plan/Financial Element

Task 5: Project Specific Website Support and Progress Reports

A project website is part of the Community Outreach and Participation phase. It is assumed this website will be accessed via link from the City's website. The project website will include but is not limited to project schedule, meeting minutes/notes, and chronology of events. PowerPoint Presentations will be provided to the Parks Commission and Planning Commission in the early stages of the project to explain the approach, tasks, and public outreach strategy. A second presentation is also included in the Community Outreach and Participation phase as a Draft Master Plan Workshop. Similarly, summaries of all outreach events are included in the same phase.

Deliverables:

- Monthly status reports
- Presentations
- Others reports and website support as described in Community Outreach and Participation phase

Task 6: Land Use and Planning Requirements

Compliance with Oregon Land Use Goals and necessary updates will be drafted at a "Planning Level," and will primarily rely upon the City of Redmond Comprehensive Plan and other reports as appropriate and rely upon other existing readily-available sources of information, including USGS topographic quadrangles, City planning documents and ordinances, National Resource Conservation Service soils maps, and other documents as relevant.. No resource-specific technical studies are proposed, other than a Records Search relevant to any cultural resources.

6.1.1. Cultural Resources Records Search

A historical resources records search of the existing park site will be conducted to identify any previous archaeological surveys, and to identify any previously documented buildings, structures, sites, objects located on and adjacent to the park sites. The results of the records search will be summarized and incorporated into the findings for State Goal compliance.

Task 7: Documentation Requirements and Public Noticing

City staff will prepare documentation, presentation materials, and public notices when appropriate.

Deliverables:

- Prepare reports and white papers as appropriate
- Prepare public notices as appropriate
- Organize logistics for meetings
- Website support and public comment inventory
- Digital copies of written and illustrative materials