



To: The Honorable Deborah A. Johnson, and
Members of Upper Arlington City Council

From: Debbie McLaughlin, Parks & Recreation Director
Alan McKnight, Capital Projects Manager

Prepared for Meeting Dated: September 6, 2016 Council Conference Session

Subject: Park & Recreation Comprehensive Plan

Action Requested: Authorize the City Manager to enter into contract for the development of a Comprehensive Plan for parks, facilities and programs.

Master Plan Objective: **Community Facilities & Services**
Objective 1: Continue to maintain a high standard for the delivery of City services.
Objective 3: Maintain and replace City facilities as appropriate, and encourage the development of community facilities where appropriate to include commercial districts and community neighborhoods.
Strategy c: Monitor community demand to determine current or future needs for a variety of public, private and multijurisdictional facilities to include indoor and outdoor recreation and leisure facilities, parks and meeting space that meets the needs of residents of diverse ages and interests.

It's well known that the Upper Arlington community loves and makes full use of its parks and the facilities within them, participating in countless sports leagues and Parks & Recreation Department programming that accommodates residents of all ages. It's also well known that the demand for sports and athletic fields and facilities, and many programming needs of the community exceed what is currently available. Of the existing facilities, many were built decades ago and are in need of significant upgrades or possible replacement, further inhibiting the City's ability to fully meet the community's needs.

As recent proposals for facilities at Northam Park and elsewhere were prepared, resident feedback made it clear that the development of a comprehensive plan would be beneficial to help guide future improvements for all the City's parks and facilities. Building upon that sentiment, the Parks & Recreation Department determined that a comprehensive review process would best serve the community if it were to include recreational programming, an assessment of how the department meets the indoor recreation needs of residents and the status of the Senior Center.

The comprehensive plan will be developed with extensive input from the public through group meetings, public meetings and surveys including residents at-large and specific facility user groups. The plan will utilize established practices to evaluate all City parks, facilities and programs; analyze community needs and interests, facility conditions and historical data; review trends in recreation; and map facilities and components.

The resulting plan will include recommendations for recreation programming needs, general improvements to all parks and facilities with an emphasis on our six major parks, year-round recreation programming space, facility needs for the Senior Center, budget estimates for major improvements and updates for the department's Capital Improvement Program, and implementation strategies and prioritization of planned improvements.

The process includes establishing a coordinated community outreach process in which our residents will be informed of the opportunities to become involved and share their thoughts. The collective input will be shared with the community. We anticipate the overall process will take approximately nine months to complete once begun.

The City, through the QBS process, solicited proposals from consulting firms for the completion of the Comprehensive Plan (see RFQ attached). Three proposals were received as follows:

- OHM Advisors
- Williams Architects
- Green Plan LLC

The proposals were reviewed by staff and a member of the Park & Recreation Advisory Board. It was recommended that the firm of OHM Advisors be awarded the contract based on the proposed project team and approach to this comprehensive review. The project team includes Ballard King & Associates for capital and financial planning, Pentella Unlimited for public relations and Aimpoint Research for public polling.

Staff has reviewed the scope of services with OHM Advisors and finalized the fee for the work (see attached project scope). We are including \$5,000 for additional services if authorized. This will cover additional meetings or community outreach if needed. The project will be funded from the Parks & Recreation Department and Community Affairs Office budgets with a portion coming from the Capital Budget.

It is therefore recommended that the City Manager be authorized to enter into a contract with OHM Advisors in the amount of \$161,000 and \$5,000 for additional services if authorized for a total of \$166,000 for development of a Comprehensive Park and Recreation Plan.