

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO: Honorable City Council**

**FROM: Mary K. Lindley, Parks, Recreation & Community Services Director** 

**DATE: April 16, 2009 (CC Meeting of May 6, 2009)**

**SUBJECT: Consider Resolution Adopting Park Master Plan**

**BACKGROUND**

In September 1986, the City Council adopted a Parks and Recreation Master Plan (Master Plan) to provide the City Council, the Parks and Recreation Commission, staff, and the public with a guide for acquiring and developing park and recreation facilities. The goal was to periodically revise the guidelines to reflect changing community needs. While staff surveyed residents on specific issues over the years, limited resources precluded a comprehensive update. In April 2006, the City secured the services of Moore Iacofano Goltsman, Inc., (MIG) to update the 1986 Master Plan.

**DISCUSSION**

Over the past three years, MIG has been evaluating the City's existing park system by surveying the physical design and condition of each park; identifying existing and future demographic trends; assessing the current and future park facility needs of the community; identifying the future needs and the potential sighting for new parks; updating the classification and standards used to define, designate and design parks; and developing a capital improvement strategy. As a part of the update process, MIG surveyed attendees at the July 3 Fireworks Event in 2006, met with the Parks and Recreation Commission and youth sports organizations to discuss the current status of the City's park system and future parks and recreation needs of the community. MIG also interviewed City Councilmembers, City staff, and Moorpark Unified School District (MUSD) representatives to seek their input on the City's park system, future needs, and recommendations for meeting the community's demand for existing and future parks and recreation facilities. During the past several years, the Commission and City Council have discussed desired park capital projects and enhancements and have included them in the City's annual Goals and Objectives document. MIG relied on this information as well, and notes in the Plan that many of the needs they identified through

their process were already on the City's list of future objectives. The firm visited each City park to assess the system's strengths and weaknesses. MIG also compared the City's existing facilities against the national standards established by National Recreation and Parks Association (NRPA) to prepare a "needs assessment" contained in the Master Plan.

The Draft Master Plan was presented to the Parks and Recreation Commission at their April 7, 2008, meeting for review and comment. The Commission did not recommend any changes to the draft document.

The Draft Parks and Recreation Master Plan has been provided to the City Council under separate cover. The Master Plan should be viewed as a planning document to be used by the Council, Commission, and staff when considering new parks and expansion projects, and capital improvements and enhancements to address the changing needs of the community. The recommendations contained in the Master Plan should be viewed as a set of guidelines to be reviewed periodically, every five to seven years, and revised to meet the changing needs of the community. An overview of the draft Master Plan follows:

#### Existing Parks and Recreation Facilities

Chapter 2 is a review of the City's existing parks and recreation facilities. An inventory of the City's facilities was performed and MIG visited each site to survey the condition of the various facilities. Figure 2.1 identifies the City's public parks and Moorpark Unified School District school sites, page 2-4 provides an inventory of the recreation facilities in the various parks, and Figure 2.2 shows the service area of each park, based on National Recreation and Parks Association (NRPA) standards for given park classifications (community park, neighborhood park, etc.) This chapter also discusses park standards and the classification system developed by the NRPA and defines the characteristics for these classifications: Mini Parks, Neighborhood Parks, Community Parks, and Regional Parks. These classifications were included in the City's original Park Master Plan and updated in the new draft document. Each existing City park is fully described, listing the existing amenities, general conditions, and any future planned improvements.

#### Demand and Needs Analysis

Chapter 3 is devoted to identifying the existing park facility needs and anticipated needs at the time of the City's build-out. The Chapter provides an overview of the methodology and results of the park and recreation facility needs assessment process. MIG used NRPA standards for comparing Moorpark's demand and needs analysis. Using national and state standards for the number of park facilities desired to serve a population of approximately 47,833 (estimated build-out), they prepared a surplus/deficiency chart findings of the City's existing park facilities. Noting that a community's interests and needs may differ from national and state trends, MIG spoke to parks and recreation

facility users groups, policy makers and staff to arrive at its final demand and needs findings.

When considering park acreage needs, MIG relied on the City's parkland dedication policy that requires residential developers to set aside property equal to five acres for every 1,000 residents the development is projected to accommodate for public parkland, or pay an equivalent in-lieu fee. The five acres per 1,000 population represents a goal the City set, consistent with the Quimby Act of the Government Code, to secure sufficient parkland and open space to benefit Moorpark residents.

Table 3.1 (pages 3-13) of the Plan identifies the facilities typically found in public parks, the quantity of each specific facility currently available in the City's parks, and the national standard per 40,000 population. In summary, it concludes that the City has a deficiency in the following facilities:

<u>Facility Type</u>	<u>Deficiency</u>
Outdoor Amphitheater/Stage	-1
Baseball Fields	-6
Dog Park	-1
Multipurpose Fields	-3
Swimming Pool	-1
Splash/Water Pad	-2
Teen Center	-1

The following represents the most significant park facility needs identified in the Plan:

- Continued funding for improvements and maintenance of existing and future park facilities and programs
- An aquatics facility and water play amenities like a splash pad.
- A dog park
- Recreation facility focused on teen programs and activities
- Additional joint use opportunities between the City and MUSD
- More baseball fields
- More complete sports facility amenities including bleachers, fencing, lights
- More support facilities such as storage, batting cages, on site parking
- Outdoor performance venue

The needs identified in the Plan are known to the City Council, Parks and Recreation Commission, and staff. In fact many of them are listed in the City's Goals and Objectives and discussions and/or preliminary plans have already taken place to address some, including a dog park, lighted basketball courts and soccer fields, and a water splash park.

Development/Operating Guidelines and Policies

Building off of the needs analysis contained in Chapter 3, Chapter 4 of the Plan provides general guidelines and policies to be considered when making decisions about park development, enhancements and improvements, and recreation programming. The Plan sets forth park guidelines and development standards for the park classifications first introduced in Chapter 2, identifying desirable park size and park amenities to serve the population as shown on Page 4-4. A summary of the key guidelines and policies recommended by MIG to assist the City in developing and operating parks and recreation facilities, and for addressing the aforementioned needs are as follows:

- Continue with City procedures for reviewing potential new residential development projects that would assure adequate and useable parks
- Continue efforts to streamline and simplify the park planning and review process
- Consider preparations of conceptual master plans for each existing, planned, and future parks
- Develop general criteria and guidelines for locating community, neighborhood, and mini parks
- Provide parks and recreation facilities that complement one another and are evenly distributed throughout the City
- Annually review the recreation facility needs presented in the Master Plan in order to insure the City is meeting the current and future recreational demands of residents
- Continue to evaluate existing parks on a regular basis and identify those sites that require enhancement, renovation, and/or improvements
- Actively seek land opportunities in the City to accommodate ball fields for organized youth leagues
- When developing recreation facilities, the design should consider opportunities to generate revenue from admission, asset management (such as selling advertising opportunities), user fees, and possibly parking in order to cover operating costs
- Prior to development, identify staffing requirements and operation and maintenance costs of recreation facilities to adequately plan for future budget considerations
- Identify operational and maintenance costs of each facility prior to improving existing or developing new facilities to adequately plan for future budget considerations. The plan should address implementing a user fee schedule and policies that identify an adequate overhead charge for program and users fees as well as cover direct program costs. The plan should also suggest policies concerning what program fees and overhead costs may be waived.

Most significantly, Chapter 4 discusses the potential for additional parkland. The recommendation is to consider two additional neighborhood parks or one community park and one neighborhood park. The map on Figure 4.1 shows the possible location of a neighborhood park and a community park (light blue outlined circles). The community

park is shown in the Hitch Ranch Development Project area and a neighborhood park is shown on City-owned land in the Buttercreek residential neighborhood adjacent to the Arroyo Simi.

### Implementation

Under Implementation, Chapter 5, MIG recommends a number of actions based on previous analysis and on the input received from the Master Plan process. The recommended actions include improvement of existing, and development of new facilities; ensuring that recreation programs and services meet the community needs and demands; ways to continue to expand recreation facilities and services through joint-use and joint development opportunities; and revenue enhancement including the following:

- Provide facilities that meet the recreation needs and address the community's desire to participate in recreational opportunities
- Provide facilities for organized and individual sports and activities, as well as active recreation pursuits
- Provide parks and recreation facilities that are well maintained and aesthetically pleasing
- Consider the standardized guidelines for furnishing park amenities in future parks, while also recognizing Moorpark's unique makeup
- Continue to provide a comprehensive citywide recreation program
- Continue to build and maintain community partnerships by collaborating with the Moorpark Unified School District, Moorpark College, local nonprofit organizations and service clubs
- Continue to develop and support volunteer programs in the community
- Communicate the City's objectives and solicit feedback regularly from the community
- Provide the community with a well-trained, effective staff and ensure adequate staffing levels are maintained to provide the best service
- Consider feasibility of establishing a community foundation
- Implement an Asset Management Program (facility improvement and/or event sponsorships) to generate revenue
- Study the feasibility of increasing funding of the Park Assessment currently in place

Similar to the information and findings presented in Chapter 4, the City is already implementing and/or aware of many of the implementation recommendations included in the draft Plan. The City strives to provide park facilities and recreation programs that meet the needs of its residents within the present economic conditions. City staff currently works with MUSD and local nonprofit groups and service clubs to find opportunities to share limited resources for the expansion or, enhancement of, recreation facilities whenever feasible. The City also utilizes volunteers to help maintain

recreation facilities (sports fields) and to conduct recreation programs, and seeks community input on park and program improvements.

#### Funding and Financial Analysis

Chapter 6 of the Master Plan reviews various funding and financing opportunities the City may wish to consider for developing and maintaining its parks and recreation programs. Some of these mechanisms are currently used by the City, including the Quimby Ordinance (parkland dedication) and an annual Park and Recreation Maintenance and property assessment.

The Council is being asked to review and consider approval of the draft Park Master Plan. Ideally, the Park Master Plan update would follow the adoption of the Open Space, Conservation and Recreation Element (OSCAR) update. However, the funding the City received from the North Park project specifically directed to the update of the Park Master Plan, precipitated the timing. It is staff's intent to revisit the Park Master Plan after the OSCAR update has been completed to make any necessary changes to ensure that the two documents are consistent. At that time, the Veteran Memorial and completion of the Poindexter Park expansion project will be included, along with any other changes.

With the Council's adoption of the Plan, staff will work with the Parks and Recreation Commission to begin addressing the recommendations.

#### FISCAL IMPACT

Adoption of the Park Master Plan will have no monetary impacts. The implementation of some of the Plan's recommendations will require funding. When the City Council begins consideration of those recommendations, such as, but not limited to, the construction or enhancement of park facilities, there will be a full discussion of the fiscal impacts.

#### STAFF RECOMMENDATION

Adopt Resolution No. 2009-\_\_.

Attachment: Resolution No. 2009-\_\_

ATTACHMENT A

RESOLUTION NO. 2009-\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, ADOPTING THE PARK MASTER PLAN OF SAID CITY AND SUPERSEDING THE SEPTEMBER 1986 PARK MASTER PLAN

WHEREAS, a draft Park Master Plan has been prepared for the City of Moorpark, hereby designated as Exhibit A, and is incorporated herein by reference; and

WHEREAS, the Park Master Plan is intended to serve as a statement of general policy of City park guidelines and standards for location, size, and amenities; and

WHEREAS, the City Council previously adopted a Park Master Plan by record of minutes action approval on September 15, 1986, which Plan would be superseded by the adoption of this resolution; and

WHEREAS, the Parks and Recreation Commission considered the draft Park Master Plan at its meeting on April 7, 2008, and recommended adoption; and

WHEREAS, at its meeting on May 6, 2009, the City Council considered the Park Master Plan findings and recommendations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK, DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Moorpark hereby adopts the Park Master Plan (Exhibit A, herein above referred to), as an officially adopted document, serving as a general statement of park guidelines and policy.

SECTION 2. This Resolution shall take effect immediately.

SECTION 3. The City Clerk shall certify to the adoption of the resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 6th day of May, 2009.

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Janice S. Parvin, Mayor

ATTEST:

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Deborah S. Traffenstedt, City Clerk

Attachment: Exhibit A, Park Master Plan

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**Exhibit A, Park Master Plan**

**Exhibit A was provided to the City Council under separate cover.  
Upon Adoption, Exhibit A will be attached to the Resolution**