

## **Parks & Recreation**

### **Processes for the Development of Ballot Issue Projects**

- I. Projects are selected from the *2013 Parks, Recreation and Open Space Master Plan*
  - a. Significant public input was solicited for development of master plan
  - b. Includes two specific plans with priorities identified
    - i. 2013 Neighborhood Parks Plan
    - ii. 2013 Trails Plan
  - c. Plan was reviewed and approved by various City commissions and ultimately, City Council.
- II. P&R Commission/Council annual budget review and recommendation
  - a. Annual Capital Improvement Program (CIP) review
    - i. 2013 P&R Master Plan projects are entered into CIP
      1. 1 - 2 yrs. - priority projects
      2. 3 - 5 yrs. - secondary priority projects
      3. 5 - 10 yrs. - tertiary priority projects
      4. 10 - above - long term
  - b. Annual budget review (ensures that expenses/revenues match facility needs)
- III. P&R Needs Assessment Citizen Survey conducted by ETC/Leisure Vision
  - a. Proposed for Jan-March 2021
  - b. Establish priorities for the future improvement of P&R facilities
  - c. Establishes basic allocation of funds
    - i. Maintain existing parks (2021 - 34%)
    - ii. Acquire, protect, preserve parks and greenbelts (2021 – 24%)
    - iii. New park/facility development (2021– 21%)
    - iv. Trails – New construction, improvements, acquire (2021 – 22%)
  - d. Identifies level of support for renewing the park sales tax
    - i. Renew for 10 yrs (2021 survey 80% very supportive and somewhat supportive)
    - ii. Renew for 6 yrs instead of 10 yrs (2021 survey 5%)
    - iii. Unsure of renewal for 10 yrs (2021 survey 9%)
    - iv. Do not support any type of renewal (2021 survey 6%)
- IV. Staff prepares a draft list of projects
  - a. Meet with all P&R staff and user groups
    - i. Meetings with all P&R staff (Focus on major maintenance/renovation projects and programming needs)
    - ii. Meetings with other government departments (CVB, Columbia Public School District, Public Works)
    - iii. Meetings with co-sponsored/partner agencies (Columbia Trail Association, PedNet Coalition, Sporting Columbia, Diamond Council, CYBA, CYFL, etc.)

- b. Staff prepares list of projects based on priorities
    - i. Citizen survey results
    - ii. Projects are grouped as:
      - 1. Primary or 1<sup>st</sup> Priority
      - 2. Secondary or 2<sup>nd</sup> Priority
    - iii. Priorities include projects based on:
      - 1. Maintenance/renovation needs
        - a. Safety /compliance and ADA projects
        - b. Includes annual funds for park/trail maintenance, roads/parking
      - 2. Co-sponsored/partner agency needs
      - 3. Continue or complete park development projects (Phase II or III projects; examples: Atkins Sports Complex, Battle Park & Columbia Sports Fieldhouse)
      - 4. Projects that represent all geographic areas of Columbia
      - 5. Consideration of local, regional and national trends and user patterns
      - 6. Facilities that either directly and/or indirectly stimulate the economy
- V. Preliminary Council input
  - a. Council work session – June 7
- VI. Public review of draft list of projects
  - a. Public meeting
  - b. Online public input
  - c. Commissions (P&R, Bike & Ped, Historic Preservation, Disability, Energy & Environment)
- VII. Optional: If public input substantially differs from draft report, return to Council with a report seeking direction.
- VIII. Final list of projects prepared
  - a. P&R Commission public hearing
  - b. City Council public hearing
- IX. Council approves final list of projects and to put renewal on the ballot
  - a. Ordinance prepared that identifies list of ballot projects and request to put on the ballot
- X. Ballot: November 2, 2021