

Parks, Recreation & Cultural Services
MEMORANDUM #9 - 2012

DATE: June 25, 2012
TO: Honorable Mayor Joyce Downing and City Council Members
FROM: William A. Simmons, City Manager *WAS*
Amanda Peterson, Director of Parks, Recreation and Cultural Services *AP*
SUBJECT: Parks and Recreation Master Plan Review Requirements CB-1772

RECOMMENDATION

Staff brings forward the attached Ordinance, amending section 17-2-7 of the Municipal Code, as per the recommendation of the Parks and Recreation Advisory Board. This amendment would remove the requirement that the Parks and Recreation Advisory Board update the Parks and Recreation Master Plan on an annual basis and replace it with a provision that allows for an annual review and an update every five years. The Parks and Recreation Advisory Board unanimously supports this amendment.

BACKGROUND

A Master Plan is a document that generally covers a five to ten year period, identifying scheduled capital improvements, operational milestones and long-term goals. The Master Plan was originally adopted in 1983, with approximately 10 revisions on file between 1983 and 2012.

The requirement that the plan be updated annually is not in line with industry standards. It is important for staff and board members to review the document on an annual basis to determine if the plan remains relevant and ensure that milestones are being met. However, a formal update is not recommended to occur that often. This amendment would not preclude updates from occurring more often, but would only require that a formal update be done every five years. This is also in accordance with the prescribed timeline identified within the Comprehensive Plan. Efforts will be made to align the timing of updates to the Parks and Recreation Master Plan with any updates or revisions to the Comprehensive Plan.

TIME/BUDGET IMPLICATIONS

There are no budget or time implications associated with this amendment.

STAFF REFERENCE

If any Council Members are in need of additional information, please contact Amanda Peterson, Director of Parks, Recreation, & Cultural Services at apeterson@northglenn.org, or (303) 450-8950.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1772
Series of 2012

Series of 2012

A BILL FOR AN ORDINANCE AMENDING SECTION 17-2-7(d) REGARDING THE REQUIRED UPDATING TO THE PARKS MASTER PLAN

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. Section 17-2-7, subsection (d) of the Northglenn Municipal Code, regarding the duties and authority of the Parks and Recreation Advisory Board, is amended to read as follows:

(d) To assist and advise the City Manager and the City Council in determining the community's needs and desires for parks, programs, and facilities in relationship to the Parks Master Plan, ~~and to continually update~~ REVIEW the Parks Master Plan on a yearly basis, AND TO RECOMMEND FORMAL UPDATES TO THE PARKS MASTER PLAN NO LESS THAN EVERY FIVE (5) YEARS to achieve an equitable balance, within reason, of parks, programs and facilities in the City;

INTRODUCED, READ AND ORDERED POSTED this ____ day of _____, 2012.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this ____ day of _____, 2012.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney