COUNTY AGENDA REQUEST

Department:	Parks and Recreation	Presenter(s):	Darryl Hicks
Meeting Date:	Thursday, June 28, 2012	Type of Request:	Old Business

Wording for the Agenda:

Discussion of Phase II of the segmented approach for Fayette County's Parks and Recreations Needs Assessment in order to determine if the Board wishes to continue with the process.

Background/History/Details:

In 2003, the Board of Commissioners adopted the Fayette County Parks and Recreation Needs Assessment. The Needs Assessment has been used to guide the County in planning, developing and maintaining Fayette County Parks since its adoption. To continue to adequately plan for the future and to ensure the Assessment is still representative of the community, the Needs Assessment needs to be updated. In September 2011, the Board of Commissioners approved Phase I of the Needs Assessment which included a Parks and Recreation Needs Assessment Survey. Survey results were compiled and made available for the Board of Commissioners review and comment in April 2012.

The Parks and Recreation Commission is recommending continuation of the process of updating the Assessment with a Segmented Approach. As stated before each phase of the segmented approach should build on the previous task in order to produce some concrete results. Phase II of this segmented approach will consist of setting the Vision and Goals Element of the Needs Assessment. Phase II will help determine long range policies for Parks and Recreation for facility development and will provide documentation for the value of these facilities for fitness, economic development and quality of life for Fayette County. Phase II will also provide a list of strategies and policies intended to implement the plan recommendations.

What action are you seeking from the Board of Commissioners?

Approve the continuation of Phase II of the segmented approach for Fayette County's Parks and Recreations Needs Assessment, and authorization use of $7,000 from the Fiscal Year 2013 Capital Budget to pay for Phase II.

If this item requires funding, please describe:

Funding in the amount of $7,000 will be needed for Phase II of the segmented approach for the Parks and Recreation Needs Assessment. Funds are being requested in the FY2013 Capital Budget.

Has this request been considered within the past two years?	Yes	If so, when?	Thursday, April 26, 2012
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Not Applicable	County Clerk's Approval	Yes
Administrator's Approval	Yes		

Staff Notes:

DRAFT SCOPE OF WORK OUTLINE

PHASE 1 – NEEDS ASSESSMENT

TASKS

- Recreational Needs Survey
- Community Activity Market Research
- Public Workshop
- Web-Based Newsletter

DELIVERABLES:

- Community Needs Assessment
    - Tabulated Survey Results
    - Tabulated Market Research Data

PHASE 2 – VISION AND GOALS

TASKS

- Steering Committee Interviews
- Vision and Goals Element Writeup
- Optional Workshops

DELIVERABLES

- Vision and Goals Element
    - Vision Statement
    - Goals / Policies / Strategies
    - Park Benefits Analysis

PHASE 3 – FACILITY ASSESSMENT

TASKS

- Inventory of Existing Facilities (Update)
- Demographic Analysis
- Service Area Analysis
- Facility Needs Analysis
- Land Needs Analysis
- Benchmark Analysis

DELIVERABLES

- Existing Conditions Assessment
    - Existing Park Summary Vignettes
    - Existing Facilities Matrix

- Recommended Facility Standards
    - Service Area / Accessibility
    - Facility and Land Needs by Population

PHASE 4 - IMPLEMENTATION PROGRAM

TASKS

- Existing Park Development Recommendations
- Recommended New Facilities
- Recommended New Park Locations
- Recommended Trails
- Public Meeting - Final Presentation

DELIVERABLES

- Summary Recommendations
- Capital Improvements Program
    - Projects
    - Cost Estimate

DRAFT COST PROPOSAL

PHASE 1 – NEEDS ASSESSMENT

$2,500 – Survey / Web Newsletter
$1,500 – Workshop
$2,000 – Community Activity Data Analysis

PHASE 2 – VISION AND GOALS

$7,000 – Public Outreach and Writeup
$1,500 – Optional Workshops (Each)

PHASE 3 – FACILITY ASSESSMENT

$8,000

PHASE 4 - IMPLEMENTATION PROGRAM

$7,000