

MEMORANDUM NO. 24-34

DATE: April 30, 2024

TO: Mark Berman, City Attorney

FROM: Christopher R. Schlageter, Project Manager I

SUBJECT: Request for Resolution- Execute Work Authorization to Walters Zackria Associates for Parks and Recreation Department Master Plan Update

On April 27, 2021, the City approved Ordinance number 2021-55, which authorizes an update to the Parks and Recreation Department original 2013 Master Plan. Bermello Ajamil & Partners, Inc. was the design firm that provided the original 2013 master plan.

This Master Plan update will assess existing (26) facilities as described in Exhibit B, document information including uses, demands, operation and maintenance procedures and to recommend suitable modifications, improvements, enhancements, additional uses and potential revenue-generating possibilities including concessions. Facilities to be analyzed include public parks, recreation centers, aquatic facilities, an amphitheater, and athletic sports fields, as listed in Exhibit B. Each will be reviewed, and recommendations provided for improvements to existing facilities or potential new buildings and facilities to accommodate existing and future demands of the community and of the City's Parks and Recreation system.

At this point, if you have no objections, we request a resolution to execute Work Authorization No.3 to Walters Zackria, for \$149,915.00 This will provide professional design evaluation services for the subject required update. Please refer to the attached Work Authorization and other corresponding documents for reference.

Enclosures:

Work Authorization No. 3
Exhibit B