



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: June 3, 2021

RE: Pioneer Park Master Plan Presentation

ACTION TO BE CONSIDERED:

A motion to move forward with consideration of the design options, with any desired modifications to begin the online public engagement.

BACKGROUND:

Mr. Josh Shields and Ms. Madeline Dahlheimer from Bolton & Menk will be in attendance at the Commission meeting to provide an update on the Pioneer Park Master Planning process and give a presentation.

Outline of the presentation:

- Project Kick-off Meeting and Existing Conditions Review
- Park Improvement Concepts
- Focused Improvement elements
 - Playground Area Improvements
 - Potential water feature opportunities
 - Trail lighting considerations

The Commission is encouraged to discuss and provide feedback on potential improvement options and improvement prioritization and additional considerations that can help continue to keep the master planning moving in the right direction.

PROJECT TIMELINE

- April 15, 2021 - Advertise and Distribute Requests for Proposals
- April 23, 2021 - Deadline for Proposal Submission (no later than 4:30 p.m.)
- April 26-27, 2021 - Administrative Review of Proposals
- April 28, 2021 - Selection of Consultant by City Council
- May 10, 2021 - Project Kick-Off / Development of Design Options with Staff Input
- June 3, 2021 - Design/Schematic Drawing Options Presented to Parks & Recreation Commission – 6:30 p.m.
- June 7, 2021 - Online Public Engagement/Comment Process Open
- June 30, 2021 - Online Public Engagement/Comment Process Closed

- July 1, 2021 - Consultant Presents Input Gathered During the Public Comment Period to Parks and Recreation Commission – 6:30 p.m.
 - July 14, 2021 - Consultant Presents Public and Parks & Recreation Commission Input at City Council Workshop – 6:00 p.m.
 - July 26, 2021 – Consultant Provide Schematic Drawing Board(s) that can be displayed at Canadian Days Events for Additional Public Input (Conducted by City Staff).
 - Aug 11, 2021 - Presentation of Final Recommendation to City Council for Adoption.
- *Completed* - *Current*

ATTACHMENTS

- Bolton & Menk Pioneer Park Master Plan Phase I Memorandum



Real People. Real Solutions.

MEMORANDUM

TO: Little Canada Parks & Recreation Commission

FROM: Josh Shields, Senior Project Landscape Architect with Bolton & Menk, Inc.
Madeline Dahlheimer, Project Landscape Architect with Bolton & Menk, Inc.

DATE: 3 June 2021

RE: Pioneer Park Master Plan Phase 1 Progress

DESIRED FEEDBACK:

Pursuant to the project schedule identified in the Pioneer Park Master Plan Phase 1 RFP, Bolton & Menk is requesting feedback on the concepts and ideas presented to the Commission to allow the project to move into an online public engagement phase. Additionally, Bolton & Menk would encourage discussion relating to improvement prioritization and overall budget considerations to inform master plan direction.

PIONEER PARK MASTER PLAN PHASE 1 PROGRESS:

We are pleased to report the following progress on several items relating to master planning efforts for Pioneer Park. The following elements depict progress since the project kick-off two weeks ago and highlight the focus of discussion for Parks & Commission relating to desired feedback.

- **Project Kick-off Meeting and Existing Conditions Review:**
 - Members of staff met with the Bolton & Menk project team to confirm the project schedule, review desired outcomes, walked the site to observe existing conditions, and develop a list of potential improvements for consideration as part of the final master plan document.
 - An overview of these findings will be included in a presentation to the Commission

- **Park Improvement Concepts:**
 - Potential improvements are grouped in categories aligning with Capital Improvement Budgeting processes: Access/Accessibility, Park Vegetation & Stormwater, and Amenities & Enhancements.
 - We will be presenting high-level improvement opportunities as well as focused opportunities
 - High-level improvement opportunities were discussed with city staff on-site and include items such as vegetation management, access/accessibility improvement considerations, and water quality improvement strategies

- Focused improvements include elements discussed at the joint City Council/Commission session on March 10th and highlighted in the RFP
 - Playground area improvements
 - Potential water feature opportunities
 - Trail lighting considerations
- To assist discussions providing insight on budget opportunities and improvement priorities the presentation also includes planning level cost estimates to indicate likely capital needs.