



**Meeting Date: November 20, 2012**

**TOWN OF MORAGA**

**STAFF REPORT**

**To: Park and Recreation Commission**  
**From: Jay Ingram, Parks and Recreation Director**  
**Subject: November Agenda Items**

**New Business**

**Item VIII. A. Site Specific Master Plan for Commons Park – (discussion/action)**

Staff discussed the Commons Park property with MIG, the consulting firm that conducted our Parks and Recreation Master Plan. The goal was to identify what a cost estimate would be for a site master plan just for the Commons Park. The consideration to develop a new site master plan for the Commons Park is recommended as one potential next step by our Parks and Recreation Master Plan. With bocce ball, Back 40, and sand volleyball court discussions amongst the Commission, a site master plan exercise might be beneficial? Site master plans can be tailored to fit many projects and they typically include a variety of different aspect such as, but not limited to;

- Detailed site analysis (including biological resources and a field survey)
- Meeting with staff
- Coordination with other consultants
- Community input (stakeholder involvement, workshops, etc.)
- Presentation (community, Park and Recreation Commission and Town Council)
- Needs assessment
- Design charrette
- Draft preliminary site plan
- Preliminary cost options
- Environmental documentation
- Final site plan drawings
- Implementation strategies

Staff was unable to secure an actual cost estimate for a site master plan for the Commons Park in time for this meeting. However, it is clear after the site visit with MIG, that a plan including some of the elements listed above could cost well over \$20,000. Staff is asking that the Commission re-think this project and potentially discuss alternative approaches if desired.