



Meeting Date: February 19, 2013

TOWN OF MORAGA

STAFF REPORT

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

New Business

Item VIII. A. Camino Ricardo Subdivision Presentation – (discussion/action)

This item will be presented as a separate staff report/attachments.

Item VIII. B. Assessment Process for Commons Park – (discussion)

Dr. Chris Chamberlain provided the following update for progress:

CSUEB faculty met with the student team Friday, January 25. There are currently four core members, three undergrads and one grad student. Each was provided the December 2012 report to the Park and Recreation Commission as well as Moraga demographic information and the 2008 Moraga Parks and Recreation Master Plan. Discussions focused on a plan for moving forward. Faculty and students secured an online classroom site to gather/store collected information and catalogue discussions.

The CSUEB team agreed to research other master plans, surveys and processes used to develop a comprehensive approach of gathering community input from Moraga residents on the Commons Park project. The period of research will continue through mid February when the team will meet again to look at proposing specific questions for survey materials.

Once survey questions are developed and vetted, the proposed question set will be provided for approval/input from the Moraga Parks and Recreation Department and/or the Commission with the plan to distribute the first run of surveying via surveymonkey.com to Moraga program participants (residents).

The CSUEB team will research/develop a list of Moraga public events to survey residents in person. This may be handled through paper/pencil surveys or via a hand held tablet by the survey team. The plan is to conduct in-person surveys March-May.

The CSUEB team will develop a list of community partners & program/facility user groups for the purpose of conducting evening focus group meetings, possibly have the Commission facilitate a focus group discussion. In the timeline, this might occur in May/June with the idea that each survey step in the process helps inform the next step.

Filtering survey information will take place as we go in the process and a preliminary report should be ready for review and then to the Commission by July.

The research team has been reviewing master plan processes and a set of questions has been proposed from consideration, but not finalized as of yet. The questions will be reviewed for reliability & validity, and will be forwarded to Moraga Parks and Recreation for approval, hopefully by late February. The research team will be looking at community events to distribute in-person surveys.

Next steps include a park visit by CSUEB faculty and the student team that will lead this assessment process. Staff asks the Commission to review the process described above and comment on suggested changes, alterations or additions that might benefit this approach. It is staffs intent that at the end of this process, CSUEB faculty and students will identify and present a “project priority list” of the top two or three 2013 community desires for improvements to the Commons Park.

Recommendation

Review the steps suggested by Dr. Chamberlain above and provide comments/direction to staff.